

**AMENDED ADAMS COUNTY BOARD OF SUPERVISORS MEETING**

Adams County Board Room, February 22, 2011 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call: England and Klingforth excused
6. Approve Agenda
7. Approval of January 18, 2011, minutes
8. Public Participation (if requested by the County Board Chair)
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint (6) Supervisors to approve claims Allen, Babcock, England, Gatterman, Griffin, and James.
10. **Claims:** None
11. **Correspondence:** None
12. **Appointments:** Jeanne Heideman to be re-appointed to the Library board. To appoint Alexandria Beckman to Planning & Zoning & Solid Waste through the SAYL Program.
13. **Unfinished Business:** *To bring back Resolution 50-2011 to amend #2 under Now, Therefore Be It Resolved*
14. **Reports and Presentations:**
  - Daric Smith, RIDC
  - 2010 Financial Report/ Clerk of Courts
  - Town of Rome Ordinances, Ordinance 10-21, Zoning classification change, LD Lake Development to R-1/Residential District, Parcel #030-00043-0000
  - SAYL Presentation

15. Review Committee Minutes		
Ad Hoc 1/12, 1/31	L & W 2/2	Property 1/31
Adm & Fin 1/13	Library 1/24	PS & J. 12/8/10, 1/12/11
Airport 1/10	LMMD 11/1/10	Solid Waste 12/8/10, 1/12, 2/9
County Board 1/18	LEPC 2/7	Surveyor 2/2
Executive 2/1	NCWRPC 10/27/10	Tech. Steering 1/19
Hwy 1/13	Parks 11/3, 12/1/2010	Traffic 11/10/10
Humane Soc. 1/10	P & Z 1/5, 1/26	UWEX 1/11, 2/8

16. **Resolutions:**

**Res. #1:** To enter into a five (5) year operating agreement for drilling, blasting and / or crushing services at the Seven Sisters Quarry (Property) with The Kraemer Company, LLC (Kraemer).

**Res. #2:** To appoint Ms. Catherine Schmit to the position of Administrative Coordinator/Director of Finance for Adams County at a salary of \$89,000, to be frozen through 2013, plus benefits, and three (3) weeks of vacation.

**Res. #3:** To authorize the Director of Health and Human Services (in collaboration with Green Lake, Marquette and Waushara Counties) to apply for \$150,000.00 from the State of Wisconsin Child Abuse and Neglect Prevention Board (Children's Trust Fund) for the purpose of funding a Community Response initiative for the four county region.

**Res. #4:** To reaffirm that the current size of the County Board at 20 Supervisors is adequate, prior to establishing redistricting lines.

**Res. #5:** To approve a one (1) year Agreement from January 1, 2011 through December 31, 2011, with the Adams County Deputy Sheriff's Association, Local 414, of the Wisconsin Professional Police Association.

**Res. #6:** To approve a one (1) year Agreement from January 1, 2011 through December 31, 2011, with the International Union of Operating Engineers Local 139.

**Res. #7:** *To apply MIS fund balance dollars to the MIS non-lapsing expense account 100.20.51450.333.*
17. **Ordinance:** None
18. **Denials:** None
19. **Petition:** None
20. Approve Claims
21. Approve Per Diem and Mileage
22. Motion for County Clerk to correct errors
23. Set next meeting date: March 15, 2011
24. Adjournment

**RESOLUTION NO. 50-2010**  
**TO AUTHORIZE UTILIZATION OF EXCESS COMMUNICATION SYSTEM**  
**CAPITAL PROJECT BOND FUNDS**

**INTRODUCED BY:** Administration & Finance and Public Safety & Judiciary Committees

**INTENT & SYNOPSIS:** To authorize utilization of \$577,487.61 of excess communication system capital project bond funds for additional communications upgrades, equipment and repayment of principal on the initial bond issue.

**FISCAL NOTE:** Utilize \$577,487.61, plus accrued interest, to pay \$306,069 for principal repayment, and \$271,418.61 for additional communications upgrades and equipment and unspent funds and/or accrued interest will be used to pay interest on the bond.

**WHEREAS:** The County, bonded \$3,105,000 to acquire and install a new countywide communication system, remodel and renovate the County dispatch center and pay a seven (7) year maintenance agreement; and

**WHEREAS:** In accordance with the bond covenants, bond funds cannot be used to pay for the seven (7) year maintenance agreement, therefore maintenance costs will need to be allocated in the budget process; and

**WHEREAS:** Arbitrage laws require utilization of funds for the bonded purpose. Being that the project is under budget, the excess bond funds need to be utilized; and

**WHEREAS:** Bond counsel has reviewed the proposed utilization of excess bond funds stating it is consistent with State law and Federal arbitrage regulations.

**NOW, THEREFORE, BE IT RESOLVED:** that the Adams County Board of Supervisors hereby authorizes the utilization of \$577,487.61, plus accrued interest, of Communication System Capital Project Bond excess funds as follows:

1. \$306,069 for principal repayment on original bond issue
2. \$271,418.61 for additional communications upgrades and equipment for Highway, Parks, Planning & Zoning, Sheriff, and Solid Waste department per the attached list,
3. Any unspent funds and/or accrued interest will be used to pay interest on the bond.

Recommended by the Administrative & Finance Committee on this 15 day of Sept, 2010.

/s/ John West, /s/ Al Sebastiani, /s/ David Renner, /s/ Bev Ward,  
/s/ Jerry Kotlowski

Recommended by the Public Safety & Judiciary Committee on this 16 day of Aug, 2010.

/s/ Al Sebastiani, /s/ Bev Ward, /s/ Michael J. Keckeisen

**ADOPTED** by the Adams County Board of Supervisors this 28 day of Sept, 2010.  
s/ Al Sebastiani, County Board Chair      /s/ Cindy Phillippi, County Clerk

Revised September 7, 2010

**COMMUNICATION/EQUIPMENT REQUESTS****UTILIZATION OF EXCESS COMMUNICATION SYSTEM CAPITAL PROJECT BOND FUNDS**

<b>DEPARTMENT</b>	<b>ITEMS REQUESTED</b>	<b>COST PER ITEM</b>	<b>TOTAL COST</b>	
Sheriff's Dept.	15 Portable/handheld radios (price of PSM's are included in this amount)	\$1,799.05 each	\$26,985.75	
Sheriff's Dept.	12 Squad radios	\$3,821.78 each	\$45,861.36	
Sheriff's Dept.	15 Antennas for Public Safety Mikes	\$14.61 (Portable Antenna for PSM's)	\$219.15	
Sheriff's Dept.	Dispatch Telephone System Update (Caller ID, Phones in Dispatch are business phone and should be Dispatch phones)		139,222.00	
Solid Waste	10 mobile units	\$771.89 each	\$7,718.90	
Solid Waste	2 new handheld CP200	\$379.00 each	\$758.00	
Parks	2 Towers	\$8,600.00 each	\$17,200.00	
Parks	10 Portable Radios - CE Communication Headline (HL-1500), w/charger	\$225.00 each	\$2,250.00	
Planning & Zoning	4 Mobile Units	\$1,874.00 each	\$7,496.00	
Planning & Zoning	1 Base Unit	\$1,874.00 each	1,874.00	
Highway Dept.	13 mobile units	2,194.44 each	\$21,833.45	Admin. & Finance Committee approved \$21,833.45. Initial amount requested by Highway \$28,527.72
<b>SUB-TOTAL</b>			\$271,418.61	
<b>TOTAL</b>			\$271,418.61	

The above quoted costs for equipment are estimates and are subject to change upon ordering the equipment.

**RESOLUTION TO APPLY MIS FUND BALANCE DOLLARS TO MIS NON-LAPSING ACCOUNT 100 20 51450 333**

**INTRODUCED BY:** Administrative & Finance Committee

**INTENT & SYNOPSIS:** To apply MIS fund balance dollars to the non-lapsing fund account 100 20 51450 333.

**FISCAL NOTE:** reduce MIS fund balance by \$22,000 and increase MIS non-lapsing expense account;

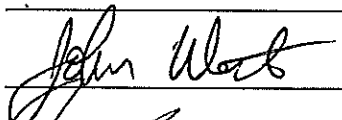
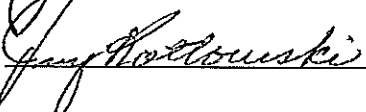
**WHEREAS:** dollars were allocated for GCS Permitting Software Project in 2010, for Land Conservation Stormwater Runoff Permitting and Planning and Zoning Permitting, said project was not completed by year end;


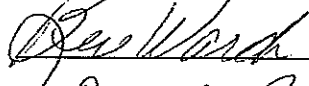
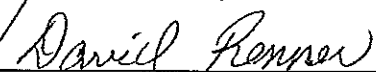
**WHEREAS:** the funds appropriated in the 2010 budget closed to the MIS fund balance at year end;

**WHEREAS:** unexpended appropriations for a specific expense which is expected to be completed in subsequent years need County Board approval;

**NOW THEREFORE, BE IT RESOLVED:** That the County Board of Supervisors hereby approves increasing the non-lapsing account 100 20 51450 333 by \$22,000 to complete the GCS Permitting Software Project.

Recommended for adoption by the Administrative and Finance Committee this \_\_\_\_\_ day of \_\_\_\_\_, 2011

  
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Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this \_\_\_\_\_ day of  
Tabled \_\_\_\_\_, 2011

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

## TO THE HONORABLE BOARD OF SUPERVISORS FOR ADAMS COUNTY:

I, DIANNA D. HELMRICK, CLERK OF CIRCUIT COURT FOR ADAMS COUNTY, WISCONSIN,  
RESPECTFULLY SUBMIT THE FOLLOWING REPORT OF RECEIPTS AND DISBURSEMENTS OF  
THIS OFFICE FROM JANUARY 1, 2010 THROUGH DECEMBER 31, 2010

BALANCE BROUGHT FORWARD JANUARY 1, 2010 \$ 120,726.50

RECEIPTS

COURT REVENUE:	\$ 1,038,206.14	
Circuit Fees	\$ 100,032.95	
Clerk's Fees	\$ 29,493.58	
Penalty Assessment	\$ 67,174.45	
Crime Victim/Witness Surcharge	\$ 28,986.07	
Justice Information Fee	\$ 79,367.71	
Jail Assessment	\$ 26,070.50	
Driver Improvement Surcharge	\$ 49,085.01	
Wild Animal Surcharge	\$ 140.00	
DNR Restitution	\$ 2,087.22	
Snowmobile Registration Surcharge	\$ 14.68	
DNR Assessment	\$ 12,315.89	
Environmental Surcharge	\$ 140.00	
Wildlife Violator Compact Surcharge	\$ 1,437.82	
Domestic Abuse Assessment	\$ 2,410.12	
Truck Driver Education Surcharge	\$ 150.33	
Interest Revenue	\$ 1,016.56	
Drug Offender Diversion Surcharge	\$ 160.00	
Weapons Assessment	\$ 537.05	
Occupational License Fee	\$ 160.00	
Ignition Interlock Device Surcharge	\$ 156.05	
Family Counseling Service Fee	\$ 1,885.00	
Mediation Fee	\$ 1,219.48	
Drug Abuse Surcharge	\$ 10,757.84	
DNA Surcharge	\$ 230.45	
Crime Lab/Drug Law Assessment	\$ 32,163.45	
Consolidated Court Automation Project	\$ 28,553.53	
Court Service Fee	\$ 292,698.45	
Municipal Fees	\$ 2,285.00	
10% Restitution Surcharge	\$ 742.30	
Recoupments	\$ 29,523.40	
 FINES AND FORFEITURES:		
County	\$ 87,882.12	
State - Chapter 341-347, 349 & 351	\$ 72,900.45	
State - Chapter 348	\$ 3,434.58	
State - All Others	\$ 72,994.10	
TRI-LAKES DISTRICT	\$ 183.59	
CITY OF ADAMS	\$ 12,995.65	
TOWN OF ROME	\$ 633.48	
RESTITUTION	\$ 15,662.45	
BAIL	\$ 97,886.43	
TRUST	\$ 211,848.05	
 TOTAL RECEIPTS		\$ 1,377,415.79
		<u>\$ 1,498,142.29</u>

DISBURSEMENTS

TREASURER, COUNTY OF ADAMS	\$ 1,038,206.14
TREASURER, TRI-LAKES DISTRICT	\$ 183.59
TREASURER, CITY OF ADAMS	\$ 12,995.65
TREASURER, TOWN OF ROME	\$ 633.48
RESTITUTION	\$ 15,365.45
BAIL	\$ 102,608.93
TRUST	\$ 206,470.08

TOTAL DISBURSEMENTS: \$ 1,376,463.32

BALANCE ON HAND 12-31-10

RESTITUTION	\$ 297.00
BAIL	\$ 43,721.50
TRUST	\$ 77,660.47

TOTAL BALANCE ON HAND 12-31-10 \$ 121,678.97

\$ 1,498,142.29

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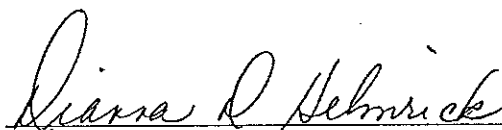
SPECIAL FEES PAID:	JURY FEES	No. issued: 14	\$ 462.71
	WITNESS FEES	No. issued: 28	\$ 709.00
	INTERPRETER FEES	No. issued: 10	\$ 664.84
	LAND COMMISSIONERS	No. issued: 6	\$ 216.51

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STATE OF WISCONSIN )  
                                   ) SS.  
 COUNTY OF ADAMS )

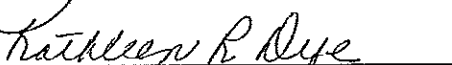
I, Dianna D. Helmrick, Clerk of Circuit Court for Adams County, Wisconsin, being first duly sworn on oath, do say that the within and foregoing report is true to the best of my belief and knowledge based upon the records of my office.

Dated this 4th day of February, 2011.



Clerk of Circuit Court  
 Adams County, Wisconsin

Subscribed and Sworn to before me  
 this 4th day of February, 2011.

  
 Notary Public, Adams County, Wisconsin  
 MCE: 05-20-2012

CASE DATA - 5 YR COMPARISON

<u>FILED:</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
CIVIL CASES	349	407	488	479	475
FAMILY CASES	123	152	137	144	146
PATERNITY ACTIONS	43	44	54	42	54
CRIMINAL MISDEMEANORS	644	574	590	619	504
CRIMINAL FELONIES	160	160	210	143	146
TRAFFIC /NON-TRAFFIC FORFEITURES	3634	3915	3520	3407	3389
COMPLEX FORFEITURES	0	0	0	8	4
JUVENILE FORFEITURES	424	417	287	245	314
SMALL CLAIMS	672	673	905	866	654
GARNISHMENTS	181	207	320	410	404
APPEALS PROCESSED	6	8	6	8	12
INCARCERATED PERSONS CASES	0	0	2	0	0
CIVIL COMMITMENTS (Chapter 980)	0	0	0	0	0
				168	
PASSPORT APPLICATIONS PROCESSED				3	
OCCUPATIONAL LICENSE APPLICATIONS				1	
JURY TRIALS HELD					

MISCELLANEOUS DATA

State tax liens, transcript judgments, foreign judgments, construction liens, maintenance liens, hospital liens, property tax liens, DWD warrants and executions, list of officers, oaths of office, and Judicial appointments are processed and recorded in this office but not included in the above listed categories.

This office also maintains the daily court calendar, scheduling matters filed in this county, coordinating dates with other counties for judges assigned to Adams County Cases. All case filings and case activities in either pending or closed files returned for an activity are reported to the Wisconsin Information System through the Consolidated Court Automation Program (CCAP) computer system. All monies passing through this office and the office of the Register in Probate are also managed through CCAP.

## ORDINANCE NO. 10-21

AN ORDINANCE TO REVISE AND CONSOLIDATE, AMEND, SUPPLEMENT AND CODIFY THE  
GENERAL ORDINANCES AND BY LAWS OF THE TOWN OF ROME.

The Town Board of the Town of Rome, Wisconsin, do ordain as follows:

Section 1. The amendment to the code of ordinances in book form entitled, "Municipal Code of Ordinances of the Town of Rome", having been placed on file and open to public inspection in the office of the town clerk for a period of two weeks, commencing November 18, 2010, in accordance with the procedure provided under Sec. 66.0103 of Wis. Stats. is hereby adopted as an amendment to the general code of ordinances in and for the Town of Rome, Adams County, Wisconsin.

Section 2. The amendment to the code of general ordinances are hereby adopted in:

CHAPTER 10 ZONING  
ZONING MAP

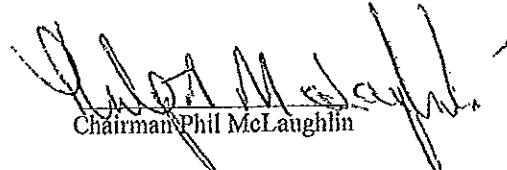
Zoning classification change, LD/Lake Development to R-1/Residential District. Relating to the property owned by Kevin and Debra Cole and described as part of Gov't Lot 6, Sec. 2 T20N R5E. Parcel # 030-00043-0000

Section 3. This ordinance shall take effect upon passage and posting as required by law.

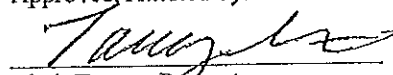
Adopted: January 13, 2011

Posted: January 14, 2011

Published:

  
Chairman Phil McLaughlin

Approved, Attested by:

  
Clerk Tammy Pongratz

Tammy Pongratz certified that a copy of Ordinance 10-18 was posted on January 14, 2011.  
Municipal Building  
Pritzl's Trading Post  
US Bank  
Nekoosa State Bank  
Published in the Daily Tribune



**PLAN COMMISSION  
FINDING OF FACTS  
For  
Zoning Map Amendment**

**Applicant:** Kevin Cole

**Parcels to be amended:**

Relating to the property owned by Kevin and Debra Cole described as part of Gov't Lot 6,  
Sec. 2 T20N R5E. Parcel # 030-00043-0000

**Proposed amendment:**

Zoning classification change, LD/Lake District to R-1/Residential.

**Findings of Fact:**

1. Parcel is large (40 acres) and building site is an island. No density issues.
2. Neighboring properties are zoned R1 and have the same use;

Plan Commission Chairman \_\_\_\_\_ Dated: \_\_\_\_\_

Plan Commission Recording  
Secretary \_\_\_\_\_  
*Jan Lauby*

TOWN OF ROME, ADAMS COUNTY WISCONSIN  
UNCODIFIED ORDINANCE 10-20  
AN ORDINANCE AMENDING THE TOWN OF ROME COMPREHENSIVE PLAN

WHEREAS, on October 09, 1997, the Town of Rome Board adopted a comprehensive plan pursuant to the authority granted in Section 66.1001 of the Wisconsin Statutes; and,

WHEREAS, on April 01, 2004, the Town of Rome Board adopted an amended comprehensive plan pursuant to the authority granted in Section 66.1001 of the Wisconsin Statutes; and,

WHEREAS, said plan included a map setting forth the preferred use of all land lying within the geographical limits of the Town of Rome; and,

WHEREAS, on or about September 28, 2010, Kevin Cole filed an application for a zoning change from a classification of Lake District to R1 Residential for property he owns at 117 County Rd Z more particularly described as parcel # 030-00043-0000,

WHEREAS, Kevin Cole subsequently applied for an amendment to the Town of Rome Comprehensive Plan changing the preferred land use for the subject property from Lake District to R1 residential; and,

WHEREAS, on December 07, 2010, the Town of Rome plan commission held a public hearing on both the requested zoning and comprehensive plan changes; and,

WHEREAS, after the public hearing, the plan commission issued a recommendation to the town board for the approval of both the zoning and comprehensive plan changes. The recommendation for the comprehensive plan amendment included the following findings of fact:

1. Parcel is large (40 acres) and building site is an island. No density issues.
2. Neighboring properties are zoned R1 and have the same use; and,

WHEREAS, Section 66.1001 (4) (c) Wis. Stats. requires that no amendment of a comprehensive plan will be effective until the town board adopts an ordinance to that effect; and,

WHEREAS, the town board has determined that it is appropriate to amend the comprehensive plan as requested.

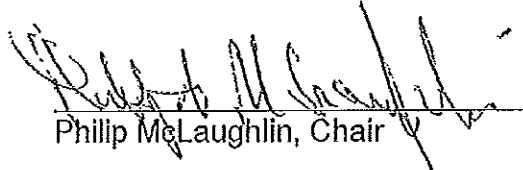
NOW, THEREFORE, the Town of Rome Board, by a majority vote of its members, ordains as follows:

1. The comprehensive plan shall be amended to change the preferred land use for parcel # 030-00043-0000 from Lake District to R1 residential.
2. This ordinance shall not be published in the town code but shall be effective upon its posting in three public places within the town as required by law.
3. Pursuant to Section 66.1001 (4) (b) Wis. Stats. a copy of this ordinance shall be sent to the following:


1. Adams County Clerk
2. The town clerks for the towns of Monroe, Big Flats and Leola in Adams County; the Town of Saratoga in Wood County and the Town of Armenia in Juneau County.
3. The Wisconsin Land Council
4. The Wisconsin Department of Administration
5. The North Central Wisconsin Regional Planning Commission
6. The Lester Public Library in the Town of Rome.

ADOPTED, this 13<sup>th</sup> day of Jan, 2010.

BY THE TOWN OF ROME BOARD:

  
Philip McLaughlin, Chair

ATTESTED BY:

  
Tammy Pongratz, Town Clerk

## RESOLUTION 2011 - /

**RESOLUTION TO  
ENTER INTO AN OPERATING AGREEMENT FOR THE SEVEN SISTERS  
QUARRY WITH THE KRAEMER COMPANY**

**INTRODUCED BY:** Highway Committee

**INTENT & SYNOPSIS:** To enter into a five (5) year operating agreement for drilling, blasting and / or crushing services at the Seven Sisters Quarry (Property) with The Kraemer Company, LLC (Kraemer).

**FISCAL NOTE:** Cost savings to County in manpower and equipment purchases; payment to County per ton for any material mined in excess of that claimed by County. Additionally the Highway Department shall be paid a royalty for each ton of material sold by the Kraemer Company to entities other than the County, currently \$0.6538/ton.

**WHEREAS:** Kraemer has been competently operating the Seven Sisters Quarry since 2003 on behalf of the Adams County Highway Department; and

**WHEREAS:** Contracting for drilling, blasting and / or crushing services will bring a savings to the Highway Department and to the County by not having to provide these services, acquire the specialized equipment, and assume the liability for operating a non-metallic surface mine; and

**WHEREAS:** This is a cost effective and efficient means to ensure an adequate supply of aggregate material for use by the County;

**NOW THEREFORE, BE IT RESOLVED:** That the Adams County Board of Supervisors hereby approves entering into a five (5) year operating agreement with The Kraemer Company for the operation of the Seven Sisters Quarry.

Recommended for adoption by the Highway Committee this 13<sup>th</sup> day of January, 2011.

Garry Babcock

Michael J. Hecker

Robert G. Gifford

Flora Johnson

Dean R. Morgan

\_\_\_\_\_

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_

Tabled \_\_\_\_\_

by the Adams County Board of Supervisors this  
15th day of February, 2011.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

**RESOLUTION 2011 - 2**

**RESOLUTION TO APPROVE THE APPOINTMENT OF CATHERINE SCHMIT  
AS THE ADMINISTRATIVE COORDINATOR/DIRECTOR OF FINANCE**

**INTRODUCED BY:** Executive Committee

**INTENT & SYNOPSIS:** To appoint Ms. Catherine Schmit to the position of Administrative Coordinator/Director of Finance for Adams County at a salary of \$89,000, to be frozen through 2013, plus benefits, and three (3) weeks of vacation.

**FISCAL NOTE:** None, monies are budgeted for the position in the Department's 2011 budget.

**WHEREAS:** On January 10 and 12, 2011, the Executive Committee interviewed candidates for the position of Administrative Coordinator/Director of Finance. The Committee selected a final candidate; and

**WHEREAS:** On January 18, 2011, the Executive Committee approved for the Personnel Director to make an offer; and

**WHEREAS:** The Executive Committee subsequently, on February 1, 2011, approved the terms of Catherine Schmit's employment offer and recommended adoption by the County Board; and

**WHEREAS:** Ms. Schmit would start on approximately March 28, 2011, with a salary of \$89,000 to be frozen through 2013, plus benefits, and three (3) weeks of vacation; and

**NOW THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors that it is hereby approved to appoint Ms. Catherine Schmit to the position of Administrative Coordinator/Director of Finance with a salary of \$89,000.00 to be frozen through 2013, plus benefits, and three (3) weeks of vacation.

Recommended for adoption by the Executive Committee this 1st day of February, 2011.

*David Renner*  
*Joe Stubb*

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
Tabled \_\_\_\_\_ 22nd day of February, 2011

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

**RESOLUTION**

**Resolution authorizing Adams County To Apply For A \$150,000 Grant From The Children's Trust Fund, State of Wisconsin Child Abuse and Neglect Prevention Board.**

**INTRODUCED BY:** Health & Human Services Committee

**INTENT & SYNOPSIS:** To authorize the Director of Health and Human Services (in collaboration with Green Lake, Marquette and Waushara Counties) to apply for \$150,000.00 from the State of Wisconsin Child Abuse and Neglect Prevention Board (Children's Trust Fund) for the purpose of funding a Community Response initiative for the four county region.

**FISCAL NOTE:** \$3,000.00 per county, per year, of which will be covered within the Children and Families out-of-home budget.

**WHEREAS:** Adams County has a high number of Child abuse and neglect referrals and all children deserve to be safe; and

**WHEREAS:** Community Response is a prevention initiative created for families at risk of involvement in the Child Protection system; and

**WHEREAS:** The Children's Trust Fund, of the State of Wisconsin, has successfully piloted this initiative in counties around the state, including Green Lake and Marquette Counties; and

**WHEREAS:** Funding, via grant, will cover the cost of two full time case managers to cover the geographical area of the participating counties.

**NOW THEREFORE, BE IT RESOLVED:** by the Adams County Board of Supervisors that it is hereby approved to authorize the Director of Health and Human Services to act on behalf of Adams County and apply for a \$150,000.00 grant, in collaboration with Green Lake, Marquette and Waushara Counties, from the State of Wisconsin Child Abuse and Neglect Prevention Board (Children's Trust Fund) for the purpose of funding a Community Response initiative created for families at risk of involvement in the Child Protection System; and

**BE IT FURTHER RESOLVED:** that the Adams County Health and Human Services Department will comply with State and Federal rules for the program and will meet the financial obligations under the grant as stated here regarding the fiscal impact of this resolution.

Dated this 15<sup>th</sup> day of February 2011.

*Galena B. Johnson*  
*Maureen Bruce*  
*Fran Rickel*

*Loren Harvey, President*  
*Jack E. Allen*

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Adopted \_\_\_\_\_  
 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
 Tabled \_\_\_\_\_ day of \_\_\_\_\_, 2011

\_\_\_\_\_  
 County Board Chair

\_\_\_\_\_  
 County Clerk

**RESOLUTION TO REAFFIRM THE SIZE OF THE ADAMS COUNTY BOARD  
AT 20 SUPERVISORS**

**INTRODUCED BY:** Executive Committee

**INTENT & SYNOPSIS:** To reaffirm that the current size of the County Board at 20 Supervisors is adequate, prior to establishing redistricting lines.

**FISCAL NOTE:** None

**WHEREAS:** the Executive Committee unanimously agreed they would take a proactive approach prior to establishing redistricting lines for County Board Supervisors; and

**WHEREAS:** the Executive Committee unanimously agreed that the current County Board size is adequate; and

**WHEREAS:** the reduction or increase in supervisors would not benefit Adams County constituents; and

**WHEREAS:** there appears to be no economic advantage to either reducing or increasing the number of County Board Supervisors.

**NOW, THEREFORE, BE IT RESOLVED:** that the Adams County Board of Supervisors hereby reaffirms the size of the County Board at a total of 20 Supervisors.

Recommended for adoption by the Executive Committee on this 1<sup>st</sup> day of February 2011.

*Joe Stucky* *al Sebastian*  
*David Kerner*  
*Harry Babcock*

**ADOPTED**

**DEFEATED** by the Adams County Board of Supervisors this \_\_\_\_

**TABLED** day of \_\_\_\_\_, 2011.



**RESOLUTION 2011 - 5**

**RESOLUTION TO APPROVE A ONE-YEAR CONTRACT WITH THE ADAMS  
COUNTY DEPUTY SHERIFF'S ASSOCIATION LOCAL 414 OF THE  
WISCONSIN PROFESSIONAL POLICE ASSOCIATION**

**INTRODUCED BY:** Executive Committee

**INTENT & SYNOPSIS:** To approve a one (1) year Agreement from January 1, 2011 through December 31, 2011, with the Adams County Deputy Sheriff's Association, Local 414, of the Wisconsin Professional Police Association.

**FISCAL NOTE:** The Agreement includes no salary increases for all classifications effective for the period 1/1/2011 – 12/31/2011.

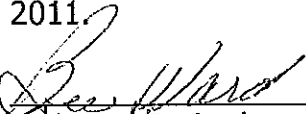
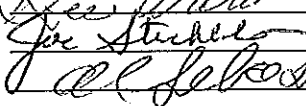
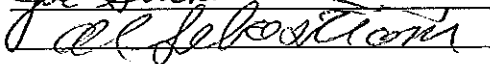
**WHEREAS:** A joint settlement proposal was agreed to recommending certain changes to the previous Agreement, including the above salary freeze, increased clothing allowance, language clarification regarding holiday pay, grievance procedure and sick leave; and

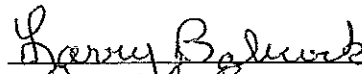
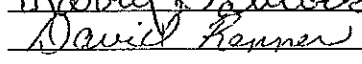
**WHEREAS:** The Adams County Sheriff's Department Local 414 subsequently ratified the Agreement; and

**WHEREAS:** The changes to the Collective Bargaining Agreement agreed to by the parties are attached to this Resolution.

**NOW THEREFORE, BE IT RESOLVED** by the Adams County Board of Supervisors that the Agreement between Adams County and the Adams County Deputy Sheriff's Association Local 414 of the Wisconsin Professional Police Association, from January 1, 2011 through December 31, 2011, is hereby approved.

Recommended for adoption by the Executive Committee this 1<sup>st</sup> day of February, 2011.

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

  
\_\_\_\_\_  
  
\_\_\_\_\_

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this

Tabled \_\_\_\_\_ 22<sup>nd</sup> day of February, 2011.

\_\_\_\_\_  
County Board Chair

\_\_\_\_\_  
County Clerk

**ADAMS COUNTY SHERIFF'S DEPARTMENT EMPLOYEE'S ASSOCIATION  
WPPA/LEER Local # 414**

and the

**COUNTY OF ADAMS**

**JOINT SETTLEMENT PROPOSAL**

for a Successor Agreement  
to the 2008 – 2010 Agreement  
arrived at by the parties on

January 19, 2010

(*current language proposed to delete*; proposed new language)

- 1) Amend ARTICLE V – GRIEVANCE PROCEDURE, Section 1, as follows:

✓ STEP 1: The grievance shall be presented to the Sheriff within fifteen (15) calendar days of the occurrence of the alleged violation. The Sheriff shall, within fifteen (15) calendar days, inform the Union Committee and/or representative in writing of his/her decision.

STEP 4: If a satisfactory settlement is not reached in STEP 3, the grievance may be submitted to arbitration within ten (10) calendar days after receipt of the Step 2 3 written decision. ...

- 2) / Amend ARTICLE V – GRIEVANCE PROCEDURE, Section 2, as follows:

Revise outdated reference to Wis. Stats. § 59.21 *et seq.*, to reflect Wis. Stats. § 59.26 *et seq.*

- 3) ARTICLE VI – WAGES, Section 1:

The Association agrees to a wage freeze for 2011, carrying forward the 07/01/10 wage line for all classifications to be effective for the period 01/01/11 – 12/31/11.

- 4) Amend ARTICLE VI – WAGES, Section 5 – Holidays, as follows:

...

In addition to an employee's regular pay, an employee shall receive eight (8) hours of pay at the straight time rate for each of the above holidays. ~~Employees who are~~ If an employee is required to work on the above holidays, they shall be paid one and one-half (1½) times their hourly rate ✓ for all such time worked. Employees will not receive both holiday straight time and holiday overtime for the same hours worked. Holidays shall be defined as a period from midnight before to midnight on the holiday.

...

- 5) Amend ARTICLE VI – WAGES, Section 6 – Clothing Allowance, as follows:

The Employer agrees to pay one hundred percent (100%) of the initial allotment of clothing as required. A list of items constituting the initial allotment of clothing shall be created by mutual agreement of the parties. Thereafter, all employees in Local 414 shall receive ~~Three Hundred Ninety Dollars (\$390.00)~~ Four Hundred Seventy Dollars (\$470.00) clothing allowance. The maintenance clothing allowance described shall be made on the first possible pay date in

✓

December. After new employees have been employed for a period of one (1) year, maintenance clothing allowance shall be prorated from the anniversary date of their employment to the first possible pay date in December. Initial clothing allotment list is attached as Appendix "A".

- 6) Amend ARTICLE VII – PROBATION & SENIORITY, Section 3 – Notice of Layoff, as follows:

Written notice of layoff shall be provided to the employee at least ten (10) working days prior to the effective date of the layoff. Notice of recall shall be made in person or sent ~~certified-mail~~ to the employee's last known address, and such recall notice shall be given at least ten (10) working days prior to the date of recall. The date of the ~~first attempted delivery by certified mail~~ postmark shall be considered the date of recall notice. It is the employee's responsibility to inform the Employer of any address change.

- 7) Amend ARTICLE XI – SICK LEAVE, Section 2, subsection b., as follows:

✓ There shall be a one hundred twenty (120) day limitation on the number of sick leave days an employee may accumulate. ~~After the maximum number of sick days are accumulated,~~  
~~Employees shall be paid the first payroll in January for twenty-five percent (25%) of the any unused sick leave over the maximum allowed accumulation as of December 31, to be paid at the December 31 wage rate to be paid annually the first payroll in January for the preceding year at the December 31<sup>st</sup> wage rate.~~

- 8) Amend ARTICLE XI – SICK LEAVE, Section 7, as follows:

Employees terminating employment to become Sheriff of Adams County shall be entitled to pay for ~~any~~ unused sick leave days accumulated. Payment under this Section shall be limited to a maximum of ten (10) days pay or the employee may elect to freeze all his/her accumulated sick leave until his/her re-entry back into the Sheriff's Department bargaining unit. If the employee terminates his/her employment from the office of Sheriff, he/she shall then receive the ten (10) days pay at the rate of pay when he/she left to serve the office of Sheriff.

- 9) Amend ARTICLE XX – DURATION, Section 1, as follows:

This Agreement shall become effective as of January 1, ~~2008~~ 2011, and shall remain in full force and effect until and including December 31, ~~2010~~ 2011, and shall be automatically renewed from year to year thereafter, unless negotiations are initiated by either party prior to September 1<sup>st</sup> of any effective year of this Agreement thereafter. Only Article VI, Section 1, the wage schedule, shall be retroactive.

All terms and conditions of this Agreement shall remain in full force and effect until a successor Agreement is executed; provided that, this provisions shall not result in a contract duration greater that allowed by law.

NOTE: All provisions of and attachments to the 2008-2010 Agreement (i.e. Appendix "A" and 12-hour shift Side Agreement) between the parties not modified by this JOINT Settlement Proposal shall be included in the successor Agreement between the parties for the term of said Agreement, subject to ratification by the Association and the County of Adams.

RESOLUTION 2011 - 6

**RESOLUTION TO APPROVE A ONE-YEAR CONTRACT WITH THE  
INTERNATIONAL UNION OF OPERATING ENGINEERS LOCAL 139**

**INTRODUCED BY:** Executive Committee

**INTENT & SYNOPSIS:** To approve a one (1) year Agreement from January 1, 2011 through December 31, 2011, with the International Union of Operating Engineers Local 139.

**FISCAL NOTE:** The Agreement includes no wage increases for all classifications effective for the period 1/1/2011 – 12/31/2011.

**WHEREAS:** A joint settlement proposal was agreed to recommending certain changes to the previous Agreement, including the above wage freeze, new vacation accrual, increased boot and safety glasses allowance, one-time lump sum payment to current bargaining unit members, and language clarification regarding holiday pay, grievance procedure and sick leave; and

**WHEREAS:** The International Union of Operating Engineers Local 139, subsequently ratified the Agreement; and

**WHEREAS:** The Collective Bargaining Agreement changes agreed to by the parties are attached to this Resolution.

**NOW THEREFORE, BE IT RESOLVED** by the Adams County Board of Supervisors that the Agreement between Adams County and the International Union of Operating Engineers Local 139, from January 1, 2011 through December 31, 2011, is hereby approved.

Recommended for adoption by the Executive Committee this 1<sup>st</sup> day of February, 2011.

\_\_\_\_\_  
*Joe Sturgeon*  
 \_\_\_\_\_  
*Al Sebastiani*

\_\_\_\_\_  
*David Ward*  
 \_\_\_\_\_  
*Darryl Babcock*  
 \_\_\_\_\_  
*David Ranner*

Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this  
 Tabled \_\_\_\_\_ 22<sup>nd</sup> day of February, 2011.

\_\_\_\_\_  
 County Board Chair

\_\_\_\_\_  
 County Clerk

employees, or relieve any person; to make and enforce reasonable work rules and regulations; and to change or eliminate existing methods, equipment services, or facilities.

### SECTION III – SENIORITY RIGHTS

- a) It shall be the policy of the Employer to recognize seniority, as per the original date of hire by the Adams County Solid Waste Department as a member of the bargaining unit covered by this agreement.
- b) In reducing the employee personnel, the last person hired shall be the first person laid off and the last person laid off shall be the first person rehired providing, however, that the remaining personnel are capable of performing the available work.
- c) Any employee who quits, retires, an employee who is off the payroll for a period of eighteen (18) months, an employee who is discharged, or an employee who fails to return to work within five (5) days of notice of recall, shall lose all prior seniority rights.

### SECTION IV – GRIEVANCE PROCEDURE

A “grievance” shall be defined as a dispute or disagreement raised by an employee against the Employer involving the interpretation or application of the specific provisions of this Agreement.

Grievances as herein defined, shall be processed in the following manner:

- a) The Union Committee and/or the Union Representative shall present the written grievance to the Solid Waste Director no later than ten (10) calendar days after the grievance occurs or knowledge thereof. In the event of a grievance, the employee shall perform his/her assigned work task and grieve his/her complaint later. The Solid Waste Director shall, within ~~five (5) calendar~~ ten (10) working days, in writing, inform the Union Committee and/or Representative of his/her decision.
- b) If a satisfactory settlement is not reached at the Solid Waste Director level, the Union Committee or the Representative shall prepare and present the grievance in writing to the Personnel Director within ten (10) calendar days after receipt of the Solid Waste Director’s written decision. The Personnel Director shall hold a meeting within ten (10) calendar days of receipt of the written grievance to discuss the grievance with the aggrieved employee, the Union Committee and/or the Union Representative. The Personnel Director shall respond in writing within ten (10) calendar days of the meeting.
- c) If a satisfactory settlement is not reached at the Personnel Director level, the Union Committee or the Representative shall prepare and present the grievance in writing to the

Executive Committee within ten (10) calendar days after receipt of the Personnel Director's written decision. The Executive Committee shall hold a meeting within ten (10) calendar days of receipt of the written grievance to discuss the grievance with the aggrieved employee, the Union Committee and/or the Union Representative. The Executive Committee shall respond in writing within ten (10) calendar days of the meeting.

- d) If a satisfactory settlement is not reached with the Executive Committee, either party to this Agreement may request the grievance be submitted to arbitration within ten (10) calendar days of receipt of the Executive Committee's answer. A grievance may be submitted to arbitration by requesting the Wisconsin Employment Relations Commission to submit a list of five (5) outside non-WERC arbitrators, from which the parties shall alternatively strike names to select the arbitrator. The arbitrator appointed shall hear the dispute and his/her findings and decision shall be final and binding upon the parties. The arbitrator, in arriving at his/her decision, shall be limited to those issues involving the interpretation and application of the specific provisions of this Agreement. The arbitrator shall have no authority to modify, add to or delete from the express terms of the Agreement. Costs of the arbitrator, if any, shall be borne equally by the Union and the Employer.
- e) If a discharged employee claims injustice, the request for a meeting on the grievance must be made within five (5) calendar days. Requests may be made either in person or in writing by letter addressed to the chairperson of the Executive Committee (postmark to be considered time of request).
- f) Time limits set forth may be extended by mutual agreement of the parties, in writing.

#### SECTION V -- VACATIONS

- a) ~~Each full-time employee shall receive five (5) days vacation with pay after one (1) year of employment; and ten (10) days vacation with pay after two (2) years of employment; fifteen (15) days vacation with pay after eight (8) years of employment; and twenty (20) days vacation with pay after fifteen (15) years of employment. Year, for this purpose, is measured from the anniversary date of employment. Day, for this purpose, means eight (8) hours.~~
- a) This vacation schedule applies to all employees:
  - 1. Vacation accruals begin on the day of hire for all employees.

2. The maximum amount of accrued vacation hours in an employee's bank at any one time may not exceed 200 hours.
3. Any balances currently in excess must be brought to 200 hours by 12/31/2011.
4. Every employee must use 80 hours of vacation a year.
5. Full-time employees working 80 hours per two week pay period shall accrue vacation based on the following schedule:

<u>Years of Service</u>	<u>Vacation Hours Accrued per Year</u>	<u>Vacation Hours Accrued Per Pay Period</u>
<u>0-6</u>	<u>80 hours</u>	<u>3.077 hours</u>
<u>7-12</u>	<u>120 hours</u>	<u>4.616 hours</u>
<u>13-19</u>	<u>160 hours</u>	<u>6.154 hours</u>
<u>20+</u>	<u>200 hours</u>	<u>7.693 hours</u>

- b) Vacation time will be accrued and be available for use on a bi-weekly basis. An employee who moves from one position to another in the County by transfer, promotion or reassignment shall be credited with accumulated vacation leave in the new position. The number of employees on vacation at any given period shall be determined by the Solid Waste Director.
- c) Choice of vacation time shall be based upon the efficient needs of the department as determined by the Solid Waste Director with consideration of seniority. Vacations must be approved by the Solid Waste Director, that vacation will not be subject to change if another employee with greater seniority later requests vacation for the same time period. Requests for vacation must be made in writing at least two (2) weeks prior to the vacation.
- d) Employees terminating employment due to resignation (where such employees give the Employer a minimum of fourteen (14) calendar days advance notice of said resignation), discharge, or retirement shall be paid for all unused earned vacation. In case of death of an employee, it shall be paid to the immediate survivor, or if no immediate survivor, to the estate of the employee. Employees whose employment terminates as a result of resignation (where such employees have given the employer a minimum of ten (10) working days' advance notice of resignation) layoff, death or retirement shall be paid for

unused earned vacation. In the death of an employee, accrued vacation shall be paid to the immediate survivor, or, if no immediate survivor, to the estate of the employee.

#### SECTION VI – SICK LEAVE

- a) Each full-time employee shall earn one (1) day of sick leave for each month of service.
- b) To be eligible for sick leave benefits the employee must have been employed for a period of one (1) month and must be off work due to sickness or off the job injury (injury not covered by Worker's Compensation).
- c) An employee off work under sick leave must give notice to the Solid Waste Director's office not later than 7:00 a.m. on the first day of absence, if at all possible to do so, and by 7:00 a.m. on each succeeding day of absence unless covered by a written notice for a longer period.
- d) Sick leave benefits shall begin with the first day of absence. A doctor's statement shall be required for absences of more than three (3) days. When abuse of sick leave is reasonably suspected, the Employer shall bear any costs involved in obtaining a doctor's statement.
- e) An employee found to have misused sick leave shall lose all rights under this Section for a period of twelve (12) months.
- f) Unused sick leave may accumulate to a maximum of one hundred eight (108) days. ~~After the maximum number of sick days are accumulated, employees shall be paid the first payroll in January for twenty-five percent (25%) of the any unused sick leave over the maximum allowed accumulation as of December 31, to be paid at the December 31 wage rate. to be paid annually the first payroll in January for the proceeding year, at the December 31<sup>st</sup> wage rate.~~
- g) An employee who has exhausted his/her sick leave credits and is unable to return to work due to the illness or injury, shall be granted medical leave of absence without pay until such time as he/she is able to return to work as certified by a physician or chiropractor. Such leaves shall be limited to six (6) months consistent with the FMLA.
- h) Sick leave benefits shall be based on the hourly rate the employee would have received had he/she worked during such period.
- i) Upon retirement, death or termination of employment with the County (excluding an employee who has failed to give the Employer a minimum of fourteen (14) calendar days prior notice of resignation, or who is terminated for cause) an employee shall receive, as a severance bonus, payment of fifty percent (50%) of the sick leave days he/she has



accumulated not to exceed thirty (30) work days. Employees with fifteen (15) or more years of service shall receive as their severance bonus, payment of seventy-five percent (75%) of the sick leave days he/she has accumulated not to exceed sixty-seven (67) days.

#### SECTION VII – HOLIDAYS

- a) Each full-time employee shall be granted the following holidays off with pay: NEW YEAR'S DAY, ~~FRIDAY BEFORE EASTER~~ ~~SPRING BREAK DAY~~, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, THANKSGIVING DAY, the day after Thanksgiving day, the last work day immediately preceding Christmas Day and CHRISTMAS DAY. If any one of the above-mentioned holidays falls on Sunday, the following Monday shall be deemed the holiday. If holiday falls on a Saturday, the preceding Friday shall be declared the holiday.
- b) In order to qualify for holiday pay, the employee must be in pay status on the work day immediately before and the work day immediately after the holiday in question.
- c) All floating holidays must be used during the calendar year in which they are earned; if not taken during that year they will be considered to have been waived by the employee. Notice of intent to use a floating holiday shall be given at least one (1) full working day prior to being used.
- d) In addition to the above-named holidays, one (1) additional floating holiday shall be granted to all employees who have been employed by the County for three (3) or more years.

#### SECTION VIII – LEAVES OF ABSENCE

- a) Military leaves of absence will be handled according to the law.
- b) Any employee who wishes to be absent him/herself from his/her employment for any reason not otherwise provided for in this agreement, must make application for non-paid leave of absence from the Employer.

#### SECTION IX – FAIR SHARE

The County hereby recognizes the "Fair Share" principle as set forth in Wisconsin Statute 111.70 as amended. A deduction from each employee shall be made from the paycheck each month in the amount as certified by Local 139 treasurer, as the uniform dues of the Union.

## SECTION XII – WORK WEEK – OVERTIME PAY

- a) The normal work week for full-time employees shall be forty (40) hours per week, Monday through Friday. The normal hours of work for full-time employees shall be from 7:00 a.m. to 3:30 p.m., which shall include a one-half hour unpaid lunch break.
- b) Overtime: All hours worked other than normal hours will be paid at the rate of one and one-half (1½) times the hourly rate. Full-time employees shall be paid at the rate of one and one-half (1½) times the hourly rate for all hours worked in excess of forty (40) hours in a week. Full-time employees also shall be paid at the rate of one and one-half (1½) times the hourly rate for performing work on a scheduled Holiday.
- c) Comp Time: In lieu of overtime pay, subject to department head approval, employees shall be allowed to take compensatory time off with pay at the rate of one and one-half (1-1/2) hours for each hour worked in excess of the forty (40) hours in a workweek. Compensatory time may be accumulated, not to exceed one hundred (100) hours. All compensatory time earned shall be used by December 15<sup>th</sup> of each year or paid out by the last payroll period of each year for all employees.

## SECTION XIII – CLASSIFICATION AND WAGES

Classification and Wages, Appendix "A" attached hereto and made a part hereof shall be the minimum rates of pay in effect for the life of this Agreement.

Employees shall receive a ~~\$50.00~~ \$75.00 per year total allowance for prescription safety glasses and/or safety boots, at the Employee's discretion, with a receipt.

Employees shall receive their paychecks, via direct deposit, on every other Friday. If a payday falls on a holiday, the employees will receive their payroll on the day prior to the holiday.

## SECTION XIV – PROBATIONARY PERIOD

- a) Each newly hired employee shall serve a six (6) month probationary period. This probationary period may be extended to a maximum of twelve (12) months by the Department Head. During the six (6) month probation, such employee shall receive eighty-five percent (85%) of the relevant-position wage called for in Exhibit "A" Classification and Wages. Following the six (6) month probation, such employee shall receive one hundred percent (100%) of the relevant-position wage called for in Exhibit "A." Employees under any probationary status shall be subject to dismissal without recourse to the grievance procedure.

be binding upon either party unless executed in writing by the parties hereto.

The parties further acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the areas of collective bargaining and that the understandings and agreements were arrived at by the parties after the exercise of that right and the opportunities as set forth in this Agreement. Therefore, the County and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waive the right and agree that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or not referred to in this Agreement. However, the parties agree to negotiate any subsequent matters primarily related to wages, hours and working conditions that arise subsequent to the date of this Agreement.

#### { SECTION XX – NO STRIKE/NO LOCKOUT AGREEMENT

Strike Prohibited: Neither the Union nor any of its officers, agents, or County employees will instigate, promote, encourage, sponsor, engage in, or condone any strike picketing against the County, slowdown, concerted work stoppage, sympathy strike or any other intentional interruption of work during the term of this Agreement.

Lockout Prohibited: The County agrees not to lockout employees during the term of this Agreement.

#### SECTION XXI - DURATION

This Agreement shall be effective January 1, ~~2008~~ 2011, and shall remain in full force and effect up to and including December 31, ~~2008~~ 2011, and shall continue in full force and effect from year to year thereafter until such time either party desiring to open, alter, amend or otherwise change this Agreement, shall serve written notice upon the other not later than September 1, ~~2010~~ 2011, or the first day of September in any year thereafter.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**ADAMS COUNTY**

**INTERNATIONAL UNION OF  
OPERATING ENGINEERS  
LOCAL NO. 139**

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APPENDIX "A"Classification and Wages

	Effective 1/1/08	Effective 7/1/08	Effective 1/1/09	Effective 1/1/10	Effective 7/1/10-1/1/11
Working Foreman (currently at \$18.99)	\$19.37 (2%—\$.38)	\$19.76 (2%—\$.39)	\$20.35 (3%—\$.59)	\$20.76 (2%—\$.41)	\$20.97 (1%—\$.21)
Heavy Equipment Operator (currently at \$18.03)	\$18.39 (2%—\$.36)	\$18.76 (2%—\$.37)	\$19.32 (3%—\$.56)	\$19.71 (2%—\$.39)	\$19.91 (1%—.20)

APPENDIX "B"MEMORANDUM OF UNDERSTANDINGbetweenADAMS COUNTYandINTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 139

During negotiations between Adams County (hereinafter the "County") and the International Union of Operating Engineers, Local 139 (hereinafter the "Union") for the Collective Bargaining Agreement effective January 1, 2008, through December 31, 2010, the Union proposed to incorporate into the Collective Bargaining Agreement a Compensatory Time provision. The County currently has a Compensatory Time provision as part of its Personnel & General Administrative Policies (Section 2—Overtime and Compensatory Time).

The County hereby agrees not to eliminate the Compensatory Time provision in its Personnel & General Administrative Policies (Section 2—Overtime and Compensatory Time) during the term of the Collective Bargaining Agreement effective January 1, 2008, through December 31, 2010. The County further agrees that bargaining unit members may avail themselves of the Compensatory Time provisions in the Personnel & General Administrative Policies (Section 2—Overtime and Compensatory Time) subject to the terms and conditions set forth in said provisions.

The Union agrees that this Memorandum of Understanding shall not be used as evidence or precedent in any investigation, mediation, or interest arbitration proceeding, being understood that this Memorandum of Understanding shall expire on December 31, 2010.

Should any aspect of the Compensatory Time provisions in the Personnel & General Administrative Policies (Section 2—Overtime and Compensatory Time) be deemed to violate the Fair Labor Standards Act, the provision deemed to violate the Fair Labor Standards Act shall become null and void.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Adams County \_\_\_\_\_

International Union of Operating Engineers,  
Local 139

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# MEMORANDUM OF UNDERSTANDING

between

ADAMS COUNTY

and

INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 139

During negotiations between Adams County (hereinafter the "County") and the International Union of Operating Engineers, Local 139 (hereinafter the "Union") for the Collective Bargaining Agreement effective January 1, 2011 through December 31, 2011, the parties agreed to a one-year contract. As part of the Collective Bargaining Agreement, the County will issue a one time, lump sum payment to each bargaining unit member, in the amount of \$125.00. Each bargaining unit member employee currently employed by the Solid Waste Department on the date of this Memorandum of Understanding, will receive the \$125.00 payment, (less applicable payroll taxes), on the first payroll period following acceptance and execution of the Collective Bargaining Agreement.

Furthermore, this Memorandum of Understanding shall not in any way be construed as setting any precedent, and shall not be used, referred to, or cited in any subsequent negotiations, arbitration, court, or administrative proceeding between the parties. Specifically, the parties acknowledge that all the terms and conditions of the bargaining unit members in the Adams County Solid Waste Department are set forth in the collective bargaining agreement, effective January 1, 2011 to December 31, 2011. This Memorandum of Understanding will expire on December 31, 2011.

The parties represent that the individuals whose signatures appear below on their behalf are fully authorized to execute this Memorandum of Understanding in their representative capacities and that they have had an opportunity to review and discuss this Agreement with their respective counsel and that they are fully aware of its contents.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Adams County

International Union of Operating Engineers,  
Local 139

\_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Meeting was called to order at 3:20 p.m. by Chairman, Jack Allen.  
Present were Jack Allen, Joe Stuchlak, Bill Miller, Bev Ward. West excused. Also present was Cindy Phillippi and Marcia Kaye.

Motioned by Ward/Miller to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Ward/Miller to approve the minutes from December 21, 2010. Motion carried by unanimous voice vote.

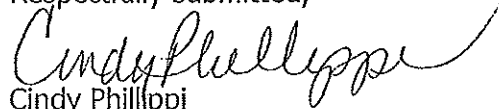
**The following recommendations were suggested:**

Page 2 B, line 2-strike Maintenance and GIS;  
Page 2 H, 3, insert a bullet and add GIS;  
Page 2 I-insert 3, Maintenance;  
Page 2, 3.05 line 38-strike seven and insert six;  
Page 2, 3.05 line 39-strike coroner (medical examiner i.e. 1/5/2011 meeting suggestion);  
Page 4, 4.07 line 48-insert (with the Adams County Fair being the only exception) behind profit;  
Page 19, 1.06 C, (ten minute breaks) leave as is;  
Page 22, 7.01 B, line 40-strike including dress jeans;  
Page 22, 7.01 C1, line 43-insert in parentheses behind off's (low riser or hip hugger pants);  
Page 23, line 3-insert #3 Jeans (must be clean, free of rips, tears, fraying and may not be excessively tight or revealing);  
Page 23, 11, line 2-insert--This is not to prohibit the wearing of appropriate logos, Items supporting local or state organizations on appropriate days on/or near the events;  
Page 31, 3.02-strike lines 45-47;  
Page 31, 3.01, line 53-strike County Clerk's and insert Administrative Coordinator/Director of Finance;  
Page 31, 4.02 E, line 31-strike County Clerk's and insert; Administrative Coordinator/Director of Finance;  
Page 31, 4.01, line 12-strike held by Jefferson Pilot Financial;  
Page 35, 1.01 C, line 9-strike in its entirety;  
Page 36, 2.03, line 13/14-strike eligibility to declare and utilize floating holiday occurs;  
Page 48, line 52-insert A Summary of comments will be provided to the Department Head and Home Committee;

**Items to Revisit:**

Page 3, 4.01 B, line 41;  
Page 13, 6.02-promotions/transfer;  
Page 27, 1.03-wages;  
Page 27, 1.03 line 16-suggested to insert-Employees beyond the control point who receive a promotion will follow their original step of increase in the pay structure;  
Page 30, 6.01-orientation period;  
Page 46, 2.01 B, lines 15-18;  
Next meeting date will be January 31<sup>st</sup> at 3:00 p.m., Room A260.  
Motioned by Miller/Ward to adjourn at 5:55 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording secretary

These minutes have not been approved

**Ad Hoc Rules Committee Meeting Minutes**  
January 31, 2011, 3:00 p.m., Room A160

Meeting was called to order by Chairman Jack Allen at 3:05 p.m. Present were Jack Allen, Joe Stuchlak, and Bill Miller. Absent were John West and Bev Ward. Also present was Marcia Kaye. Cindy Phillippi was absent.

Motioned by Stuchlak, seconded by Miller to approve the Agenda. Motion carried by unanimous voice vote.

Motioned by Miller, seconded by Stuchlak to approve the minutes from the January 12 meeting. Motion carried by unanimous voice vote.

The following items from previous meetings were revisited:

- Pg. 3, 4.01 (B) Still seeking clarification of the term "*proper channels of the County Government structure*". Will **revisit** this at the next meeting.
- Pg. 13, 6.02 line 52. Committee agreed to change the orientation period to 60 days to be consistent with the 60 day orientation period addressed on pg. 30, 6.01.
- Pg. 27, 1.03. It had previously been suggested to add the 'promotion language' (related to control point and annual pay increases) to this section. Will **revisit** for appropriate language.
- Pg. 30, 6.01 Agreed to leave 60 days to coincide with orientation period on Pg. 13 (listed above).
- Pg. 46, 2.01. It was recommended that lines 15-18 require language of "*absolute sobriety*" rather than 'being under the influence of' in the workplace. It was suggested that this change be referred to Corporation Counsel for recommendation. To be **revisited**.

Per Cindy Phillippi's request, a few e-mails with policy change recommendations were received from Department Heads. Items recommended were:

- Ron Chamberlain suggested incorporation of the Highway Dept. cell phone policy language. The previous version of P&GAP cell phone usage was addressed under Ch. 10, Section 3 (p. 88), Telephone Use (3.01 and 3.02). It was removed in the current version. Committee suggested to ask Dept. Heads for language that they would be comfortable with and that would work. It was also recommended that language be added to incorporate the new state law which prohibits texting while driving. This item to be **revisited** at next meeting.
- Fred Nickels wrote a letter regarding comp time in the Parks Dept. and suggested allowing 140 hours (18.5 days) for the parks manager. This issue was discussed and the committee agreed to leave the comp time policy as is.
- Chris Murphy asked for clarification on the chain of command and who Department Heads report to. It was suggested that this item be **revisited** at the next meeting. Murphy was asked to provide specific policy examples that he believes are in conflict or contrary to the job description or the policy.



Review of the remainder of the policy took place addressing the following policy issues:

- Miller asked about "Carryover Funds" and why they are not allowed, citing the Airport maintenance as an example. It was suggested that Tracy Hamman be asked if any other departments have received funding through the Maintenance Dept. and that perhaps West can provide more detailed explanation at next meeting.
- Pg. 62, C. a, b, and c. discussion was held on adding "to begin work" or "ends work" language prior to the times. This item will be **revisited**.
- The Credit Account and Credit Card Policy was discussed and suggested it might be added as Pg. 65 Ch. 8 Section 25, once it is approved by Admin & Finance Committee. To be **revisited**.
- Pg. 81, 2.02, line 29 should read "at the County Board meeting in the month quarter the employee attains twenty-five (25) years of service.
- Pg. 81, 5.02, line 52 Recommendation was made to allow "*deminimus*" usage of a County vehicle rather than complete prohibition. Possible language will be brought to the next meeting where it will be **revisited**.
- Pg. 83, 5.13 B. line 24. It was suggested that this should read "Violations shall may result in disciplinary action. To be **revisited**.
- Pg. 83, C and D, It was suggested that the language should say Employees must maintain absolute sobriety in both C and D rather than the current ~~under the influence of.....~~. This language will be **revisited**.
- P. 83, D. It was suggested that the same violation listed on line 28 under C be included under section D. To be **revisited**.
- P. 84. 6.06. It was recommended to add Salvation Army, American Red Cross, and Humane Society as authorized employee participation organizations.
- The question was asked whether or not County facilities participated in Fire or Emergency drills. Although the item was discussed between the Personnel Director and the Emergency Management Director last year, there was not sufficient time to coordinate one. It will be considered this year, time permitting.

The next meeting is set for Wednesday, February 23, 2011 at 3:00 p.m. in A260.

Miller motioned to adjourn at 4:34 p.m., seconded by Stuchlak. Motion carried unanimously.

*Minutes taken and submitted by Marcia Kaye. These minutes have not been approved.*

Meeting was called to order at 9:00 a.m. by Chairman West.

Present were Supervisors Kotlowski, Sebastiani, West and Ward. Excused, Renner. Also present were Dave Carlson, Dawn McGhee.

The meeting was properly noticed.

Motioned by Ward/Sebastiani to approve the agenda as presented. Motion carried by unanimous voice vote.

No public participation and no correspondence.

At 9:00 a.m., the Committee agreed to deviate to MIS "c. Presentation on information security audit report". Brian Koehler and Chris Swinford from Affiliated Computer Services Inc. gave an overview of the audit. A summary document was submitted. The committee will continue to review the progress on the information security audit. The report concluded at 10:00 a.m. Dawn believes we should continue with the audits to make sure we are continuing in the correct direction. She indicated that Alex Ginter is working out well. Rome is now on our server using Spillman. Dawn borrowed a few lap tops for Rome's use during training. They have a VPN connection which is encrypted.

It was determined the Technology Steering Committee should follow the regular meeting notice requirements. RouteOptix software has been installed at Solid Waste and is going well. There are a few bugs, but they are working with the vendor on them. Two new printers were purchased for receipting purposes. The website is up and functional, however there are some broken links that are being worked on, as time permits; this takes a backseat to everything else. The office is continuing with general maintenance just staying ahead of everything. Help desks' requests are slow. The GCS project is not complete, however the software has been installed. The data conversion is done and paid for. The money was budgeted in 2010; however, all expenses have not been paid. A resolution will need to be submitted for utilization of carryover funds and be placed on the next committee agenda for approval. Cindy will help Dawn with this. Wireless installation at Castle Rock is a work in progress.

Myrna Diemert present at 10:30 a.m.

Dawn indicated that the dispatch phone system can remain as one; Five Star and Frontier are on the same page and working together. They are just waiting for a quote and paperwork from Dave Carlson to proceed. The Sheriff, Sam Wollin, was called to come to the meeting.

At 10:55 a.m., Myrna updated the committee about the funds related to the Cell construction. Monies are in a separate fund with related expense accounts. The committee should be able to review the accounts to see the monies spent. Myrna will answer questions in the future as necessary.

Wollin came to the meeting to receive an update on the dispatch phone system project. Wollin will have Dave Carlson submit a quote as soon as possible to Dawn, as to

continue forward on project. Excess Communications funds must be disbursed prior to March 2011.

Motioned by Sebastiani/Kotlowski to approve minutes from December 10, 2010.  
Motion carried by unanimous voice vote.

To be placed on the next agenda: Ward wants the carryover figures of the remaining dollars available.

Treasurer: Mary Ann Bays gave the committee the investment report. The dollar amount of delinquencies is the same or less than last year; however; the number of parcels is significantly more. Other operations are as usual.

The Administrative & Finance committee reviewed the 2010 Highway reports. They are approximately \$413,000 over at this point; however, there are still vouchers payable that need to be processed, for 2010.

Motioned by Kotlowski/Sebastiani to approve the check register as presented. Motion carried by unanimous voice vote.

County Clerk: Cindy Phillippi explained the recent events related to the Town of Rome Clerk. Brought the committee up to date about office activities. Informed them of letters from the state related to non-compliance in September and November elections not being closed and the reasons related. Discussion related to implementation of fee schedule/charges for errors that took place.

Identify upcoming agenda items:

- Cash reconciliation for November & December, 2010;
- Discuss and/or act on carryover accounts;
- Discuss and/or act on excess communication project dollars;
- Solid Waste Cell;
- Highway Financials;
- County Clerk check processing policy;
- Re-approval of DNR/DMV banks accounts;
- SkyWard access;
- Discuss and/or act on credit card policy;
- Discuss and/or act on excess communication project dollars.

Next meeting date will be February 15, 2011 at 9:00 a.m. in Room A160.

Motioned by Sebastiani/Kotlowski to adjourn at 1:05 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

  
Cindy Phillippi

Recording secretary

These minutes have not been approved.

Adams County Airport Commission  
Minutes for the January 10, 2011 Meeting

Call to Order: Meeting was called to order by Chairman B. Miller at 7:00PM.

Roll Call: B. Miller, J. Kotlowski, S. Pollina and J. Reuterskiold. J. Johnston was absent. Also in attendance was M. Scott, airport manager and S. Sundsmo, grounds keeper.

Audience: Mike Hartz and Mike Bourke, hangar owners.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Kotlowski, Second by Pollina to approve the agenda. All voted aye, motion carried.

Approve the Minutes: Motion by Pollina, Second by Reuterskiold to approve the December 13, 2010 minutes. All voted aye, motion carried.

Chairman Miller told the group of the resignation of J. Johnston from the commission. Scott then introduced Mike Hartz and Mike Bourke to be considered for the newly vacated position. Scott reported that several local pilots were contacted and told of the opening and Hartz and Bourke expressed interest in filling the position. Scott suggested that they be given the floor to introduce themselves and ask any questions followed by a sealed ballot. After introductions and questions a vote was taken and tallied by Chairman Miller with Mike Bourke receiving the most votes. Miller will forward Mr. Bourkes name to the County Chairman.

Airport Managers Report:

Correspondence:

Scott produced a notice from Metco of upcoming changes in the underground storage tanks. He is working the Metco to insure compliance.

Financial Review Monthly Check Summary:

Scott passed around the monthly check summary and the expense report. With 100% of the year completed several accounts are slightly higher; social security, health insurance, telephone and gas and electric. However, the overall expense is just under 94%.

Revenue was also below budget with the airport receiving just 87% of that budgeted, all being the result of depressed fuel sales.

Adams County Airport Commission  
Minutes for the January 10, 2011 Meeting

Fuel Report:

Total fuel sales for the year was 18,481 gallons, slightly more than 61% budgeted, but 24% higher than the year before. This is down considerably from the high in 2006 of more than 38,000 gallons. Projection for 2011 is 28,000 gallons.

Ultralight Procedures:

Still under development.

Hangar Lot Grass Cutting Policy:

Still under development.

Groundskeeper Wages/Vacation:

A meeting between Parks, Airport and HR was cancelled so the resolution allowing both to use the recently adopting non-union part time pay scale will not be ready for this months county board. Scott will attempt to reschedule with HR.

Scott also reported that Sheldon was able to take his 2 week vacation before loosing it at the end of the year.

On Call Temporary Employee – Update:

During Sheldon's vacation Ron Doyle was employed to fill in. Ron did a good job keeping the equipment up and runway/taxiway/apron open and free of snow.

End of year analysis:

In process.

Motion by Pollina, Second by Reuterskiold to approve the airport manager's report. All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported everything is running smoothly and all equipment is running strong.

Motion by Kotlowski, Second by Reuterskiold, to approve the grounds keepers report. All voted aye, motion carried.

Audience Comments: Mike Bourke addressed the gathering and expressed his appreciation to Sheldon for his hard work in keeping the airport in good shape, with all those present in agreement.

Next meeting set for February 21, 2011 at 7PM at the Welcome Center.

Adams County Airport Commission  
Minutes for the January 10, 2011 Meeting

There being no further business a motion was made by Kotlowski, Second by Reuterskiold to adjourn. All voted aye, motion carried. Meeting was adjourned at 7:34 PM.

Respectfully Submitted,



Michael L. Scott  
Airport Manager

ADAMS COUNTY BOARD OF SUPERVISORS  
ADAMS COUNTY BOARD ROOM  
January 18<sup>th</sup>, 2011, 6:00 p.m.

P36

The Adams County Board of Supervisors meeting was called to order by Chairperson Sebastiani at 6:02 p.m.

**Roll Call of Supervisors:** Dist. #01-Glenn Licitar; Dist. #02-Diane England; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joe Stuchlak; Dist. #08-Frances Dehmlow; Dist. #09-Pat Townsend; Dist. #10-Vacant; Dist. #11-Gary Hartley; Dist. #12-Florence Johnson; Dist. #13-Michael Keckeisen; Dist. #15-David Renner; Dist. #16-John West; Dist. #17-Joyce Kirslenlohr; Dist. #18-Terry James; Dist. #19-Karl Klingforth; Dist. #20-Cynthia Loken. Also present, Myckael Rake and Ethan Olson from the Sayl program. Excused: Dist. #14-Bev Ward. Vacant: Dist. #10.

Motioned by Allen/James to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Licitar/Griffin to approve amended December 15<sup>th</sup>, 2009 minutes. Motion carried by unanimous voice vote.

**Appointments:** Motioned by James/Keckeisen to appoint Bill Miller to replace Joanne Sumpter on the Public Safety & Judiciary committee. Motion carried unanimous voice vote. Motioned by Kotlowski/Miller to appoint Mike Bourke to replace Jerry Johnson on Airport Commission. Motion carried by unanimous voice vote. Motioned by Stuchlak/Klingforth to appoint Bill Parr from Coldwell Banker to Land Information Council. Motion carried by unanimous voice vote.

**Reports and Presentations:** Scott Krug, 72 District Representative introduced himself and gave a brief speech at 6:06 p.m. Daric Smith gave an up-date for RIDC. A letter of resignation from Jerry Johnson on the Adams County Airport Commission was presented.

**Ordinances:**

Ord. #01: Motioned by Stuchlak/Griffin to enact Ord. #01 to rezone a parcel of land (5 acres) in the Town of Easton owned by Hillary Teresa, Roman & Jolanta Jurkowski, located in the NE ¼, NW ¼, Section 35, Township 16 North, Range 6 at 835 County Road A, be changed from an A-1 Exclusive Agriculture District to an A-3 Secondary Agriculture District. Motion to enact Ord. #01 carried by roll call vote, 18 yes, 1 excused, 1 vacant. Excused, Ward. Vacant, District #10. Nonbinding votes, 2 yes. Rake and Olson, (Serving as youth leaders).

**Claims:** None

**Correspondence:** None

**Unfinished Business:** None

**Denials:** None

**Petitions:** None

Motioned by James/Licitar to approve claims as submitted. Motion carried by unanimous voice vote.

Motioned by Klingforth/James to approve per diem and mileage as submitted. Motion carried by unanimous voice vote.

Motioned by Johnson/Griffin to have the Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next meeting date for February 22, 2011 at 6:00 p.m.

Motioned by Allen/Griffin to adjourn at 6:30 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Cindy Phillippi".

Cindy Phillippi  
Recording Secretary

These minutes have not yet been approved.



**Minutes of Executive Committee Meeting**  
**Tuesday, February 1, 2011 – 9:00 a.m.**  
**Room A-260**

P38

Meeting called to order by Al Sebastiani, Chair, at 9:00 a.m. The meeting was properly announced.

Members present: Al Sebastiani, Joe Stuchlak, Larry Babcock, David Renner and Beverly Ward.

Others present: Marcia Kaye, Personnel Director; John R. "Jack" Albert, Adams County Corporation Counsel; and Diane Heider, Legal Assistant, Recording Secretary.

Motion by Ward, seconded by Stuchlak, to approve the Agenda. Motion carried by unanimous vote.

Motion by Ward, seconded by Renner to approve the Minutes of January 4, 2011 9:00 a.m., January 4-5, 2011 1:00 p.m., January 10, 2011, January 12, 2011 and January 18, 2011 5:00 p.m. Motion carried by unanimous vote.

There was no public participation. There was no new correspondence.

Motion by Ward, seconded by Stuchlak to approve the Resolution to Reaffirm the Size of the Adams County Board at 20 Supervisors. Motion carried by unanimous vote.

Motion by Stuchlak, seconded by Ward to convene in closed session per Wis. Stats. §19.85(1)(c) and (e). Motion carried by unanimous vote.

The Committee reconvened at 10:43 a.m. in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters.

Motion by Stuchlak, seconded by Babcock to approve December 2010 vouchers. Motion carried by unanimous vote.

Ward left the Meeting at 10:50 a.m.

Next meeting date is set for March 8, 2011 at 9:00 a.m.

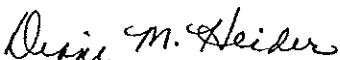
Action items for next meeting: (a) approve January vouchers; (b) closed session: union negotiations status

Al Sebastiani presented the Interim Administrative Coordinator/Director of Finance monthly report.  
Marcia Kaye presented the Personnel Department monthly report.  
Jack Albert presented the Corporation Counsel monthly report.

Ward returned to the Meeting at 11:27 a.m.

Motion by Stuchlak, seconded by Ward, to adjourn the meeting at 11:27 a.m. Motion carried by unanimous vote.

Respectfully submitted,

  
Diane Heider  
Recording Secretary

## ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

P39

THURSDAY, JANUARY 13, 2011 AT 9:00 A.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Florence Johnson, Vice-Chairperson  
Patrick Gatterman, Secretary  
Dean Morgan  
Michael Keckeisen

**OTHERS PRESENT:** Ronald Chamberlain ~ Highway Commissioner, Seamus Geoghegan and Dick Marino

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson -- Larry Babcock at 9:00 A.M., on Thursday, January 13, 2011.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, GATTERMAN, MORGAN AND KECKEISEN. ALL MEMBERS PRESENT.

**APPROVAL OF AGENDA:** *Motion by Gatterman to approve the Agenda as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**APPROVAL OF MINUTES OF LAST MEETING (DECEMBER 6, 2010 REGULAR MONTHLY MEETING):** *Motion by Morgan to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for DECEMBER 6, 2010 Regular Monthly Meeting, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**PUBLIC PARTICIPATION ON AGENDA ITEMS:** Public Participation was requested for the following Agenda item:

- **REVIEW & ACT ON RESOLUTION FOR SEVEN SISTERS GRAVEL PIT OPERATING AGREEMENT**

**REVIEW & ACT ON RESOLUTION FOR SEVEN SISTERS GRAVEL PIT OPERATING AGREEMENT:** Kraemer Company representatives, Dick Marino & Seamus Geoghegan were present and expressed their interest in operating the Seven Sisters Quarry which would include a 5 year operating agreement. *Motion by Keckeisen to approve and forward to County Board for action a Resolution to enter into an Operating Agreement for the Seven Sisters Quarry with the Kraemer Company, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REVIEW & APPROVE COUNTY ROAD "Z" (18<sup>TH</sup> LANE TO WOOD COUNTY LINE) APPRAISALS & OFFERING PRICE REPORTS:** *Motion by Keckeisen to approve the appraisals and offering price reports as prepared by Timber-Selissen Land Specialists for parcels: 12, 26, 81, 90, 97, 124, 131, 144, 204, 221, 226, 229 and 230 on the County Road "Z" (18<sup>th</sup> Lane to Wood County Line) Project, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
JANUARY 13, 2011 ~ 9:00 A.M.

P40

**HIGHWAY SHOP BUILDING REPAIRS:** *Motion by Keckeisen to approve a quote for items #3A and #5 for a total amount of \$15,350.00 from Altman Construction Company for repairs in the highway shop wash bay, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Johnson to approve a quote from B.A. Machining for an amount of \$7,180.00 for a waste oil furnace and 400 gallon storage tank, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*  
(QUOTES ATTACHED)

**ASE CERTIFICATIONS:** Discussed a policy for ASE Certifications that would be presented at the March Highway Committee Meeting for an effort and pass based performance measure.

**REVIEW HIGHWAY DEPARTMENT POLICY:** *Motion by Gatterman to approve the Revision #7 dated 1/3/2011 to the Adams County Highway Department Departmental Policy, second by Keckeisen. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*  
(REVISED HIGHWAY DEPARTMENT DEPARTMENTAL POLICY ATTACHED)

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Brushing Operation
- Brushing State Road 13 (LFA)
- Crackfilling
- Snow Removal

**FINANCIAL REPORT:** *Motion by Keckeisen to approve the December 2010 Financial Report ~ Prior to Audit & Voucher Payables as audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**VOUCHERS:** The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the January 7, 2011, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Johnson to approve the Monthly Check Summary report as presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** NONE

**ADJOURN AND NEXT MEETING DATE:** *Motion by Johnson, second by Morgan, to adjourn until the next scheduled meeting for the Highway Department on Thursday, February 10, 2011 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 11:05 A.M.

Respectfully submitted,

Ronald Chamberlain, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

**Adams County Humane Society  
Board of Directors – Meeting Minutes  
Community Center in Adams County  
January 10, 2011 at 6:00 pm**

**Call to Order**

Carol Berry called the monthly meeting of the ACHS board of directors to order at 6:08 pm. The meeting was held at the community center in Adams County.

**Attendance**

Carol Berry, Al Schmidt, Mary Anne Keul, Misty Stuart, and Lynn Moen. Tammy Rasey, Brenda Merkle, and Christina Ackerman were absent.

**Approval of Minutes**

The minutes of 12/13/2010 were approved by motion from Mary Anne and seconded by Lynn. Motion carried.

**Treasurers Report**

- Al stated that the Fraud Dept at the bank is still in the process of checking on some fraudulent checks, with a couple already having been recovered and credited back to the ACHS.
- We had a good month in terms of adoptions. Payroll was high because of 3 pay periods in December, and the bulk of the 2010 budget overage was due to Attorney fees and increased payroll
- Al stated he met with former treasurer Linda Moens and W2 forms are finished and will be mailed soon.

**Managers Report**

Christina was out due to a recent surgery, so Al provided copies of her manager and monthly reports. They were approved by motion by Lynn and seconded by Mary Anne. Motion carried.

**Fresh Ideas Committee Update**

- Lynn provided a 2011 fundraising event calendar with planned events for the year.
- The first meeting for the Fresh Ideas Committee will be February 1<sup>st</sup>.

**Old Business****Contact List**

- Contact list for repairs was sent around via email prior to meeting and was reviewed and approved.

**New Business****Bylaw Review**

- Tabled until next meeting due to several members absent during this meeting.

**BOD Meeting Change**

- It was discussed that we possibly change the BOD meeting time to 5 pm instead of 6 pm. The change will be decided upon before the next BOD meeting in February.

### **Energy Report**

- Funding application was mailed out and we are awaiting response from Alliant Energy.

### **ACHS Vacation Time**

It was decided by the BOD that Full Time employees, after 1 year of employment get 1 week of vacation. After 3 years of employment they will get 2 weeks of vacation. If they do not use their vacation it will not carry over. They must use it by their anniversary date.

### **Membership Letter and Application**

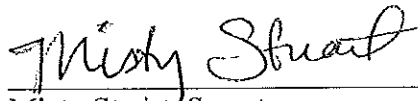
Changes were made to the membership application and the membership drive letter that was drafted was approved.

### **Adjourn**

Carol called the meeting to end at 8:23 pm. Mary Anne motioned and Al seconded. Motion carried.

Next BOD meeting held at the community center: February 14, 2011 at 6:00 pm

Minutes respectfully submitted by:



Misty Stuart, Secretary

# LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

DATE: February 2, 2011      TIME: 8:30 a.m.      PLACE: Room A106

**Present:** Barb Morgan, Joe Stuchlak, Karl Klingforth, Terry James; Glenn Licitar arrived at 8:35 a.m.

**Excused:** Diane England

**Absent:** Kevin Bork

**Call to Order:** Meeting was called to order by Chair Stuchlak at 8:30 a.m.

**Was the meeting properly announced?** Yes

**Approve Agenda:** Motion by James, seconded by Morgan to approve the agenda. Motion carried unanimously.

**Public Participation:** Chair Stuchlak stated he would take public participation as needed.

**Bid Opening for Sherwood Dam Drainage System Project:** Four (4) bids were received. They were opened and read by Chair Stuchlak with the following results:

Advance Construction:	\$288,888
Allen Steele Company:	\$210,598
Holtz Lime, Gravel & Exc.:	\$285,200
Kinas Excavating:	\$358,050

The next action is to forward the bids to Ayres Associates for review and they will officially make their recommendations at the February 14, 2011 Committee meeting.

**Wisconsin League of Conservation Voters' state priorities:** Motion by James, seconded by Klingforth to support the Wisconsin League of Conservation Voters' Conservation Priorities for 2011-2012. They are:

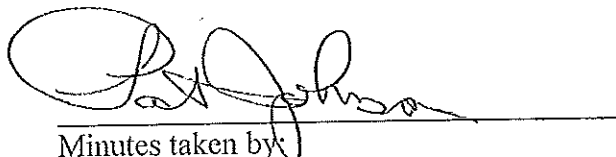
1. *Establish a Wisconsin Conservation Corps:* A Wisconsin Conservation Corps would provide practical job training to benefit the conservation programs that make Wisconsin a draw to tourists and residents alike.
2. *Create a "Children's Outdoor bill of Rights:* The Children's Outdoor Bill of Rights will demonstrate legislative support and guidance for the programs and activities that encourage children and family to play, explore and learn in Wisconsin's outdoors.

Motion carried unanimously.

Motion by James, seconded by Licitar to adjourn at 8:50 a.m. Motion carried unanimously

**Next scheduled meeting:**

Monday, February 14, 2011 at 9:00 a.m., Room A260



Minutes taken by:  
Pat Johnson  
Conservation Clerk

**Adams County Library  
Board Minutes  
1/24/11**

The meeting was called to order by President Nelson at 1:00 p.m. Present were Nelson, Heideman, Director Calef, Kreten, Renner, Albrecht, Townsend and Challoner. The library board, staff and guests enjoyed a delicious holiday potluck prior to the meeting.

President Nelson verified that the meeting was properly announced.

**Motion** to approve the agenda after moving the Scrapbook Report to follow Conduct of Meeting was made by Kreten, 2<sup>nd</sup> by Challoner and carried unanimously.

Public input was invited. There was no input.

**Scrapbook Report:**

Wilson displayed additional work to date. She is leaving the scrapbook at the Adams County Library for input from library employees, board members and the public. Wilson will contact more people to get additional input. She recommended getting a picture of the Library Board annually for inclusion in the scrapbook. She submitted a bill for work done so far. She will return for the March 28<sup>th</sup> meeting. The Scrapbook continues to come together nicely.

**Recommended actions: minutes, bills and financial report:**

**Motion** to approve the minutes of the November meeting was made by Kreten, 2<sup>nd</sup> by Renner and carried unanimously. (There was no meeting in December)

The monthly bills were disseminated.

After discussion of the shortfall in the salary area, **motion** to approve the Financial Report for November/December as disseminated was made by Albrecht, 2<sup>nd</sup> by Heideman and carried unanimously.

**Communications & Reports:**

We received a letter informing us of the February 22<sup>nd</sup> Legislative Day in Madison. Attendance is recommended. Townsend presented information on "Maximizing the Potential of Your Public Library". Possibilities were discussed. Townsend suggested working with the County Board on some of the ideas. Calef will research and report in February.

**South Central Library System report:**

Townsend reported the new director seems comfortable, and the new system change is delayed further.

**Director's Report:**

- A. Circulation for December was 8154 compared to 8502 last year. The total for the year was 113,667 compared to 107,052 in 2009!
- B. Administrative Council notes were distributed.
- C. The system migration is scheduled for Feb. 14<sup>th</sup> and the weekend prior to the 14<sup>th</sup>. However, the migration may, again, be delayed. We should know something definite in the next few days.
- D. Alliant Energy will be replacing a transformer at the Community Center on Friday, Jan. 28<sup>th</sup>. The building will be without power from 1:00-3:00 p.m. (minimum). Calef was going to recommend closing the library at 1:00 p.m. for the rest of the day. However, signs have already been posted saying the building will be closed from 1:00-3:00 p.m. and then re-opening. Hours for Jan. 28<sup>th</sup> were discussed. **Motion** to re-open when possible was made by Townsend, 2<sup>nd</sup> by Heideman and carried unanimously.
- E. There was an article in the Wisconsin Dells newspaper indicating that the Dells Library will be requesting funding from Adams County for county patrons who use the Kilbourn Library. Adams County does not need to honor the request because we are a consolidated county system. However, the Library Board or County Board could choose to make the payment. Calef disseminated information sent to the Adams County Clerk concerning other libraries used by Adams County residents and the consequent costs at each library. Ramifications were discussed.

**Election of Officers:**

Challoner stated that the current officers were willing to continue in their present positions. Nominations were open for President, Vice President and Secretary. Challoner was nominated as Secretary; she declined the position. **Motion** to close nominations was made by Townsend, 2<sup>nd</sup> by Challoner and carried unanimously. **Motion** to return the slate of current officers to their present positions (Nelson as President, Heideman as Vice President and Albrecht as Secretary) was made by Townsend, 2<sup>nd</sup> by Renner and carried unanimously.

**Identify possible upcoming items for future meetings:**

- A. Budget shortfall information in the salary/benefit area
- B. Audit Committee report
- C. Review by-laws
- D. Report on the Chocolate Affair Feb. 5<sup>th</sup>
- E. Information from "Maximizing the Potential of Your Public Library"

The meeting was adjourned at 1:43 p.m.

The next meeting will be held Monday, February 28, 2011, at 1:00 p.m. at the Adams County Library. President Nelson will be excused.

Respectfully submitted by Barb Albrecht, Secretary



NOVEMBER 1, 2010 LMMD BOARD MEETING

Chairman Bob Krause opened the LMMD Board Meeting of Nov. 2, 2010 at 7:00p.m.

The board members present were Bob Krause, Bob Demmert, Sue Bailey, John Konkel & Jan Luepke. Adams Co. supervisor Glen Licitar was also present.

Bob Krause checked for open meeting compliance.

Bob Demmert moved to accept the agenda as presented. Sue Bailey seconded the motion. The agenda was approved.

Bob Demmert moved to accept the minutes of the October 4, 2010 board meeting as read. John Konkel seconded the motion. The minutes were approved.

Jan Luepke reported checkbook balances of \$18,801.65 in the regular checkbook. There was a balance of \$78.14 in the riparian special account and \$52,834.45 in the Matching Grant Fund. Jan presented a bill for \$45.00 to renew the subscription to the Adams Times Reporter newspaper. Bob Demmert moved to accept the treasurer's report. Sue Bailey seconded the motion. The treasurer's report was approved.

UNFINISHED BUSINESS

**BUOYS:** The winter ice spars, 5 new anchors & 1 new summer buoy have been moved to the Lion's Boat Landing. Deano Dock Co. will be here in the very near future to remove the summer channel marker buoys and replace them with the winter ice spars. We will ask Deano Dock Co. for a price to replace old & damaged buoys next summer.

**RIPARIAN WEED FUND:** The riparian funds for shore line weed spraying have been returned. There is a \$78.14 balance in the fund to cover the cost of a mailing next spring.

**CLEAN BOAT CLEAN WATER:** We are still waiting for posts & signs for the clean boat clean water campaign.

**10 INCH DRAWDOWN:** Bob Krause will continue to remind the Town of Douglas of the 10 inch lake drawdown for prevention of shore erosion this winter.

**MARQUETTE CO. SHORE LAND ORDINANCE:** Bob Krause said the Marquette Co. Shore Land Ordinance is still a work in progress.

**NEW COMPUTER PROGRAM:** Jan Luepke said that she did not need the new Windows 7 Professional computer package as her programs have been automatically updated. Therefore the motion from the Oct. meeting is rescinded.

**KODAK PRINTER:** No one has made as offer to purchase the Kodak printer.

NEW BUSINESS

Glen Licitar updated us on the Adams Co. Comprehensive Ordinance that is being presented to the county board and then to each township. He also told us about a new milk farm going up in the New Chester Township. He

asked us to consider sending a thank you to the land owners on the old Big Spring Mill Pond for getting the new channels repaired. We will take this up at our next board meeting.

There will be no board meeting in December. If it is needed, we will call for a board meeting later in January or on February 7 2011.

Sue Bailey moved to adjourn the meeting. John Konkel seconded the motion. The meeting was adjourned.

*Jan Luepke*

Jan Luepke, secretary

*approved at the February 7, 2011 Board Meeting*

# **Adams County Local Emergency Planning (LEPC) Committee**

Monday, February 7, 2011

9:30 a.m. – Community Center Building, Conf. Rm. 103

A meeting of the Adams County Local Emergency Planning Committee (LEPC) was held on Monday, February 7, 2011, in Conference Room 103 at the Adams County Community Center. Chair Dean Morgan called the meeting to order at 9:30 a.m. The meeting was properly announced.

Roll call of members present: Dean Morgan, Chair and County Board Representative; Scott Switzer, Moundview Memorial Hospital; Ron Chamberlain, Highway Commissioner; John Frantz, Rome Fire Department; Todd Hanson, City of Adams Chief of Police; Sam Wollin, Sheriff; Les Beckman, Captain/Acting Chief Deputy; Jodi Stormoen, DNR Ranger; Scott Firlus, Wis. River Cooperative; Chris Saloun, Public Health and Jane Gervais, Emergency Management Director. Also present was: Sarah Grosshuesch, Public Health Director. Members not present: Florence Johnson, Vice-Chair and County Board Representative; Isolina Jackson, WDKM Radio; Nancy Sorensen, Times Reporter; Jeff Rogers, ARES/RACES; and Ann Taff, American Red Cross.

**Motion by Chamberlain/Hanson to approve the agenda. Motion carried.**

**Motion by Hanson/Frantz to approve the minutes of August 9, 2010, with the correction on page two to change the year from 2010 to 2011 for the next meeting date. Motion carried.**

## **Update on Juneau County/Adams County Contract for Level "B" Hazmat Team Response to Hazardous Material Release, discuss and take action as needed.**

Gervais reported that Adams County finally has a Hazmat Level "B" contract with Juneau County. Gervase Thompson, Juneau County Emergency Management Director agreed to change the membership requirement from seven to five. Juneau County Corporation Counsel prepared a contract amendment changing the member requirement from seven to five, which was also approved by Adams County Corporation Counsel. A copy is included in the committees' packets.

Discussion was held regarding on-going recruitment of Hazmat Team members. Motion by Frantz to put a 90-day clause in the contract in case someone drops out. Discussion was held. Frantz suggested continual recruitment of Hazmat Team members. **Motion by Frantz/Stormoen to continue recruiting members for the Hazmat Team. Motion carried.** Discussion was held regarding the cost of the physicals and limitation of team members. **Motion by Chamberlain/Firlus to leave the number of members open and to let the budget govern the numbers for the amount of physicals we can afford. Motion carried.**

**2010 EPCRA Computer and Equipment Grant Status.** Gervais reported that Juneau County EM Director, Gervase Thompson, had applied for the 2010 grant, for both counties, to purchase a Hazmat Trailer. The original grant request was \$10,000.00 each. Adams and Juneau County were awarded \$9,578.60 each, for a total of \$19,157.20. The grant award did not cover the entire cost (\$20,451.00) of the trailer. Public Safety & Judiciary Committee approved paying half (\$646.90) of the additional cost of the trailer. It is a 26-foot trailer from Interstate Manufacturing Inc., Michigan. Juneau County EM Director is looking for a place to store the new trailer and truck, preferably in a central location. He may also need a space to store the old trailer, which

was stored in New Lisbon. Rome Fire Chief John Frantz reported he may be able to obtain a storage area if nothing else comes up and he also has a tow vehicle that could be used to pull the trailer. Firlus reported they are looking for a location to store the new trailer in Juneau County and a location in Adams County for the old trailer.

**Discuss and/or act on 2011 EPCRA Computer and Equipment Grant status.** Gervais applied for the 2011 Computer & Hazmat Response Equipment Grant and is requesting \$9,928.40. Juneau County applied for the same amount. We are requesting equipment for the Hazmat Team, which includes five (5) suits, one (1) air pack, four (4) cases and one (1) carbon cylinder.

**Update on 2010 2<sup>nd</sup> half Emergency Planning and Community Right to Know Act (EPCRA) Grant Award.** Adams County was awarded \$2,924.00 for the 2010 EPCRA Emergency Planning grant.

**Discuss and/or act on Procedures for Review of Hazmat Response Expenditures, review of and any recommendations.**

Gervais suggested the following revisions be made to the policy: On page two under Section I – Authority & Purpose, change the Statute number from 166.22 to 323.71 and on that same page under Section II – Definitions – remove Letter B as it no longer lists the definition in the new Statute. On page five (5) also change the Statute number to 323.71(5). Gervais suggested, under Sec. V. - Cost Recovery to remove (A) Reasonable Costs Sub-Committee and replace with (A) LEPC Committee. Under Sec. V – Cost Recovery A.1 – Purpose - to remove the first sentence. Remove “they will” and add The LEPC Committee” to the beginning of the second sentence. Under V. Cost Recovery – 2. Meetings - remove sub-committee and add LEPC Committee.

**Motion by Frantz/Firlus to make the revisions. Motion carried.**

Gervais reminded the Committee that at the February 16, 2010, LEPC meeting Gervase Thompson stated that the claims for the Hazmat Team will go through Juneau County for approval and all bills will go back to the spiller.

Frantz asked what standardized rates we have. Chamberlain stated Highway Department uses the Department of Transportation, Chapter 5, of their current manual. Frantz said, they use a much higher rate. Frantz thought we should have a figure to refer to. Firlus suggested it might want to read closer to Juneau County’s policy since we are contracting with their Hazmat Team and will have to go through their LEPC. Chamberlain suggested using local rates established for police and fire equipment and to use the DOT rates for any other.

**LEPC Bylaws. Review of and any recommendations.** There were no recommendations for any changes to the Bylaws. **Motion by Hanson/Firlus to approve the current Bylaws. Motion carried.**

**LEPC Membership, review and recommendation for appointment.** Gervais added two new members, Sheriff Sam Wollin (replacing Darrell Renner) and Captain Les Beckman (replacing David July), to the list. **Motion by Chamberlain/Firlus to move forward with those appointments and send them on to the Public Safety & Judiciary Committee for their approval and then to the County Board for appointment to the LEPC.** Chamberlain suggested asking Military Affairs if we could add persons by title and not names. Discussion was held that could

present a problem because if someone leaves the position, the new person replacing them may not want to become a member and may wish to appoint someone from their organization. At this time, the Bylaws state there has to be at least one member representing each organization listed in the Bylaws. Gervais will check into this. **Motion carried.**

**Discuss and/or act on LEPC Compliance Inspector, Designation of State.** Motion by Hanson/Frantz to designate the State of Wisconsin as the Compliance Inspector for Adams County LEPC. **Motion carried.**

**Review and/or act on Update of Adams County Strategic Plan.** Gervais discussed the proposed changes necessary to update the Adams Countywide Strategic Plan that develops policies and procedures for responding to hazardous materials incidents and/or incidents. Motion by Firlus/Hanson to accept the revisions. **Motion carried.**

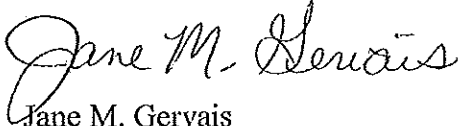
Currently, there are three EPCRA Offsite Plans completed for three facilities, as required in the first half Plan of Work: Smurfit- Stone, Grande Custom Ingredients and Level 3 Communications. **Motion by Firlus/Chamberlain to approve the three off-site facility plans. Motion carried.**

**Public Input.** No public input.

The next meeting date of this committee will be Monday, August 8, 2011, at 9:30 a.m.

**Motion by Firlus/Hanson to adjourn at 10:05 a.m. Motion carried.**

Respectfully submitted,



Jane M. Gervais  
Secretary/Coordinator of Information  
Adams County Emergency Management Director

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.**

NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION  
FULL COMMISSION

October 27, 2010

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ROLL CALL

MEMBERS PRESENT:

MARILYN BHEND  
GEORGE BORNEMANN  
TOM HAFERMAN  
ERHARD HUETTL  
RON JACOBSON  
DONALD KRAHN  
GLEN LICITAR  
MAURICE MATHEWS  
CRAIG McEWEN  
PAUL MILLAN  
RON NYE  
WILBUR PETROSKEY  
THOMAS RUDOLPH  
PAUL SCHUMAN  
RALPH SITZBERGER  
EDMUND WAFLE  
DOUG WILLIAMS

STAFF PRESENT:

DARRYL LANDEAU  
DENNIS LAWRENCE  
BERNIE LEWIS

GUESTS PRESENT:

ERIC GIORDANO, Ph.D  
Director for Wisconsin Institute for  
Public Policy and Service

MEMBERS NOT PRESENT:

FRED CAMACHO  
BOB EGAN  
JIMMY LANDRU, Jr.  
ROBERT LUSSOW  
BETTYE NALL  
THOMAS RICK

1.) CALL TO ORDER:

MR. HUETTTL called the meeting to order at 11:00 A.M., in the Aspen Room at the Best Western Midway Hotel & Hoffman House. Roll call was as presented on page one.

2.) AUDIENCE COMMENT:

MR. HUETTTL asked for any comments from the audience. There was none.

3.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE AGENDA AS MAILED:

MR. HUETTTL asked if there were any additions or corrections to the Agenda as mailed. There being none, a motion was made to approve the Agenda by MR. MATHEWS and seconded by MR. MILLAN. Motion carried.

4.) APPROVAL, ADDITIONS, OR CORRECTIONS TO THE MINUTES OF THE JULY 28, 2010 COMMISSION MEETING:

MR. HUETTTL asked if there were any additions or corrections to the Minutes as mailed. There being none, MR. SITZBERGER made a motion to approve the Minutes and MR. PETROSKEY seconded this motion. Motion carried.

5.) BUSINESS & DISCUSSION:

5.1 CHAIRPERSON'S REPORT:

MR. HUETTTL reported that NCWRPC continues to be in a very good financial position and is continuing to work on many projects for the Region. He complimented MR. LAWRENCE and staff for their fine work.

5.2 EXECUTIVE COMMITTEE REPORT:

MR. HUETTTL announced that MS. NALL was unable to attend today's meeting, so he asked MR. LAWRENCE to provide the Executive Committee Report.

MR. LAWRENCE reported that the Executive Committee discussed a variety of items. First he mentioned that the Association of Wisconsin Regional Planning Commissions (AWRPC) was planning to have its second Capitol Days visit early next year. He would provide more information once the event

is scheduled. The financial report was reviewed and things looked to be in good condition. There was discussion of on the need to update the NCWRPC website and the Committee authorized staff to seek some proposals to complete the update. Authorization was made for the replacement of the office vehicle if needed over the winter. The 2011 Annual Budget was reviewed in detail and the Committee recommends its adoption. Finally, the Committee approved 2011 salary, benefit and insurance changes.

MR. RUDOLPH moved to approve this report, and MR. WAFLE seconded this motion. Motion carried.

5.3 Presentation: Eric Giordano, Director, Wisconsin Institute for Public Policy & Service:

MR. GIODANO provided a brief summary of the creation and goals of the Wisconsin Institute for Public Policy & Service. He stated that his office works closely with UW Colleges, UW-Extensions, and Technical Schools to address local, state and national issues by linking public scholarship, civic outreach, and student service to enhance community life throughout Wisconsin. He also stated that there is a Sustainable Communities Forum being planned and that this might be an area to partner together.

5.4 RESOLUTION 2010-5: Adoption of 2011 DOT Work Program:

MR. LANDEAU presented the 2011 Transportation Planning Work Program and the 2011-2012 Local Road Programs Schedule of services. He mentioned that the work program is developed each year with WisDOT to document how we will utilize our annual transportation plan funding. MR. LANDEAU stated that there are six basic functions within the work program including state/regional projects, GIS support, local assistance, intergovernmental and administration. He said that the Schedule of Services relates to local roadway management planning and pavement condition rating assistance provided to aid local units in meeting state mandates, and said that members have significantly discounted rates over non-members. WisDOT requires adoption of the work program by resolution.

MR. KRAHN made a motion to adopt the 2011 DOT Work Program and MR. PETROSKEY seconded this motion. Motion carried.

5.5 RESOLUTION 2010-6: Adoption of 2011 Annual Budget:

MR. LAWRENCE reviewed in detail the 2011 Annual Budget as recommended by the Executive Committee.



First he overviewed the Revenues. There are three primary sources of revenue. The levy membership charge is expected to collect \$221,042 (down over 8% from last year), continuing EDA & DOT grants will total \$128,666 (the same as last year), and project revenue will collect at least \$435,872. About \$3,000 is expected to be collected from interest. Overall total revenues are expected to be \$788,680 (up 3%). The levy represents only 28 percent of revenues – down from 32 percent last year. Growth for the organization continues to be from project agreements, which now accounts for over 55 percent of revenues.

Next he overviewed expenditures. The largest cost is salaries which will be \$327,836 (up 1%), direct & fringe costs of \$352,991 (up about 10% - mostly as a result of health insurance), and overhead costs of about \$117,000 (down 1%). Total expenditures for 2011 equal \$736,705 (up 3%). Staff salaries and fringe account for about 81 percent of total costs.

A fund balance of about \$52,000 is expected. Overall, the budget presented is very conservative from a revenue standpoint and it is expected that additional revenues will be added over the year.

MR.BORNEMANN made a motion to approve the adoption of the 2011 Annual Budget and MR. RUDOLPH seconded this motion. Motion carried.

#### 5.6 2011 Work Program Update:

MR. LAWRENCE highlighted sections of the 2011 NCWRPC Work Program. He stated that over 60 projects are identified on the list currently. Many of these would be completed by the end of the year and more would be added in 2011.

He provided a breakdown of 2010 spending to date from the Levy and Continuing Grants in the program areas. Nine percent is used for GIS, 12 percent is used for Land Use, 38 percent is used for Economic Development, 28 percent is used for Transportation, and the balance is used for administration & management.

The Work Program will be reviewed again in early 2011, at that time action will be taken.

#### 5.7 Establish Strategic Planning Committee:

MR. LAWRENCE presented a variety of materials from our last strategic planning effort in 2006. These were the minutes, Preliminary NCWRPC Strategic Plan "Role in the Region" and Mission Statement. He stated that

Planning about every five years. The last effort was in 2005. At that time a committee was established. However, after a discussion it was agreed that the Commission as a whole should participate in the process. There was also some interest in adding some additional people from each county and some outside agencies to be involved in the process.

MR. LAWRENCE stated that he would put together a list of contacts by county and he would mail that out for review. We would try and secure a good cross section of people and would utilize an outside facilitator, perhaps WIPPS.

The next Commission meeting would be used as the Strategic Planning session.

#### 5.8 OTHER:

MR. HUETTL asked if there was any other business that needs to be discussed. MR. LAWRENCE referred to the Volk Field and Hardwood Range Joint Land Use Study (JLUS) Community Planning Process staff is completing in Juneau County.

The next Commission Meeting scheduled for Wednesday, January 26, 2011.

#### 6.) ADJOURNMENT:

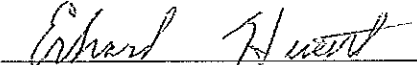
A motion was made by MR. RUDOLPH to adjourn the meeting at 12:35 pm, and MR. LICITAR seconded this motion. All were in favor.

A lunch was served following the meeting.

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#### NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Minutes Approved on 1-26-11

  
 \_\_\_\_\_  
 Chair, Vice-Chair, or Secretary-Treasurer

**Parks Committee Meeting  
Courthouse Conference Room A231  
November 3, 9:00 a.m.**

**Call to Order:** Meeting was called to order at 9:02 a.m. by Chairperson Sumpter.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Joanne Sumpter, Dave Renner, Deena Griffin, and Jerry Kotlowski, and Bill Miller.  
Others present: Darren Tolley – Petenwell Park Manager and Rita Kolstad – Clerk/Bookkeeper.

**Approve Agenda:** Motion by Kotlowski/Renner to approve the agenda as presented. Motion carried by unanimous vote.

**Previous Minutes:** Motion by Griffin/ Kotlowski to approve the October 6, 2010, minutes as printed. Motion carried by unanimous vote.

***Agenda Items:***

**Correspondences /Special User Requests:** None.

**Public Participation on Agenda Items:** None.

**Trails Management Report:** ATV trails are closed for season as of Nov. 1 annually. Snowmobile trail opening date will be set soon by the Snowmobile Association / extra deer hunt could affect the trail opening date.

**Employee Status Reports:** Petenwell Park Manager updated Committee.

**Park Managers Reports:** Petenwell Park Manager reported the boat docks are out and parks are doing hazardous tree removal as necessary. Both parks are preparing for winter.

**2011 Budgets Update:** Director will be attending November County Board meeting in case any questions arise on the proposed Parks budget. Committee approved the Parks Department to apply for their annual raffle license renewal.

**Recreation Report by Committee Members:** None.

**Revenue Report:** Reviewed by Committee.

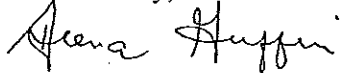
**Expense Check Summary Report and Fund Balances for Castle Rock and Petenwell Parks 2011 Budget Proposals:** Committee reviewed.

**Future Agenda Items:** Resolution for replacement of Admin truck, Raffle permit renewal, Winter Committee meeting(s) schedule.

**Set Next Meeting Date:** December 1, 2010, 9:00 a.m., Courthouse Conference Room A231.

**Adjourn:** Motion by Kotlowski/Griffin to adjourn at 9:20 a.m. Motion carried by unanimous vote.

Submitted by,



Deena Griffin  
Secretary

**Parks Committee Meeting  
Courthouse Conference Room A231  
December 1, 2010 9:00 a.m.**

**Call to Order:** Meeting was called to order at 9:00 a.m. by Chairperson Sumpter.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Joanne Sumpter, Dave Renner, Jerry Kotlowski, and Bill Miller, Deena Griffin – excused. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, and Rita Kolstad – Parks Clerk/Bookkeeper.

**Approve Agenda:** Motion by Kotlowski/Renner to approve the agenda as presented. Motion carried by unanimous vote.

**Previous Minutes:** Motion by Renner/ Milleri to approve the November 3, 2010, minutes as printed. Motion carried by unanimous vote.

***Agenda Items:***

**Correspondences /Special User Requests:** Committee approved the letter Corporation Counsel drafted to be mailed to the Chairman of the Town of Monroe in response to the Town of Monroe's road repair(s) request. Motion by Kotlowski/Renner to approve the Oxford Lions Club request to hold a fisheree at Crooked Lake February 19, 2011. Discussion followed. Voice vote, all no. Motion failed due to the Club being from out of Adams County. Motion by Renner/Miller to bring the request back on the floor for further discussion. Motion carried by unanimous vote. Discussion followed. Motion by Renner/Kotlowski to approve the Oxford Lions request to hold a fisheree at Crooked Lake February 19, 2011, per Adams County Parks Ordinance No. 6-2008, Section 1.5.1 without assessing any fees. Voice vote, all yes except Miller. Motion carried. Parks Department will notify by mail to include requesting the Lions Club to include where/what the fundraiser(s) benefits in any future requests.

**Public Participation on Agenda Items:** None.

**Resolution for Admin truck replacement:** Director reviewed Admin truck lease purchase agreement and resolution to replace the current Admin truck which has been already approved in the 2011 budget. The Resolution and documents have been reviewed and approved by Corporation Counsel. Motion by Renner/Kotlowski to forward the proposed Parks Admin truck resolution to County Board for approval. Motion carried by unanimous vote. Director will draft an informative letter for County Board if he cannot attend the County Board meeting.

**Tourism Report:** Director distributed copies of the previous May 2010 tourism report to Committee. The annual raffle license renewal has been mailed. No out-of-state travel is planned at this time for 2011.

**Winter Committee Meeting(s) Schedule:** Motion by Renner/Miller to not hold a January Parks Committee meeting unless something comes up requiring Committee approval. The next Parks Committee meeting is scheduled for February 2, 2011. Motion carried by unanimous vote.

**Set 2011 Park User Fees:** Motion by Kotlowski/Miller to keep the 2011 park user fees as the 2010 park user fees. Motion carried by unanimous vote.

**Trails Management Report:** Snowmobile trails open December 13, 2010, due to the late season deer hunt. Coordinator will be performing snowmobile trail inspections using the ATV unless there is enough snow to check them on snowmobile. Plum Creek Timber Company is granting Adams County a one-year land use agreement for the snowmobile trails. Dellwood and Moundview Clubs have combined and are now called the Dellwood/Moundview Snowmobile Club. There are 11 snowmobile clubs in Adams County at this time.

**Employee Status Reports:** Both parks have minimal staff for the winter season.

**Park Managers Reports:** Castle Rock Park Manager reported the fall cleanup projects are finished other than the burn piles to be burned once there is enough snowfall for a safe burn. Petenwell Park Manager reported a few hazardous trees still need removal in the Park. The Hwy 21 access is open but the bathrooms are closed. Petenwell had a better than usual turn out for hunting campers.

**Recreation Report by Committee Members:** None.

**Revenue Report:** Motion by Kotlowski/Renner to approve the revenue report as presented. Motion carried by unanimous vote.

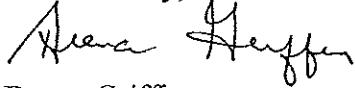
**Expense Check Summary Report and Fund Balances for Castle Rock and Petenwell Parks:** Motion by Miller/Renner to approve the check summary and fund balances reports as presented. Motion carried by unanimous vote.

**Future Agenda Items:** No special requests.

**Set Next Meeting Date:** February 2, 2011, 9:00 a.m., Courthouse Conference Room A231. Chairperson announced that she has submitted her resignation from County Board effective the end of December 2010. Jerry Kotlowski will serve as Parks Committee Chairperson.

**Adjourn:** Motion by Kotlowski/Renner to adjourn at 9:55 a.m. Motion carried by unanimous vote.

Submitted by,



Deena Griffin  
Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.  
These minutes have not been approved by the Parks Committee.

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MEETING MINUTES: JANUARY 5, 2011  
Room A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 9:00 A.M. with the following members present; Glenn Licitar, Vice-Chair; Terry James, Secretary; Diane England, Karl Klingforth and Randy Theisen. Barb Morgan was excused. Others present were: Greg Rhinehart, County Surveyor; Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Ron Johnson and Bill Euclide, Town of Adams Supervisors. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Terry James made a motion to approve the agenda as noticed. Randy Theisen seconded the motion. All in favor. Motion carried.

Public Hearings: Hilary & Teresa Jurkowski and Roman & Jolanta Jurkowski – Rezoning request of a portion of a parcel (5 acres) from an A1 Exclusive Agriculture District to an A3 Secondary Agricultural District of the Adams County Comprehensive Zoning Ordinance to allow the property to be split on property located in the NE ¼, NW ¼ Section 35, Township 16 North, Range 6 East, at 853 County Road A, Town of Easton, Adams County, Wisconsin. Randy Theisen made a motion to approve the request and forward to County Board for final approval. Glenn Licitar seconded the motion. Roll call vote: 6 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that Public Participation will be addressed as needed.

Phil McLaughlin presented the minutes from the December 1, 2010 Planning & Zoning meeting to the Committee for review. Diane England made a motion to approve the minutes as presented. Karl Klingforth seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the Surveyor's report for the month of December to the Committee for review. Terry James made a motion to approve the Surveyor's report as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

Glenn Licitar made a motion to deviate from the agenda to item #10 Septic System Maintenance Procedures. Randy Theisen seconded the motion. All in favor. Motion carried. Phil McLaughlin presented the Committee with a proposal that approximately ten business days after July 31st; a notice would go out to everyone that had not returned the Maintenance Confirmation card, allowing them ten business days to get the card to Planning & Zoning. After the ten business days pass, citations will be sent to all that did not return the Maintenance card. Discussion followed. Terry James made a motion to adopt the proposal as part of the Maintenance procedure. Randy Theisen seconded the motion. All in favor. Motion carried.

Jodi Helgeson, Register of Deeds presented the Committee with a contract to be made between the County and Image Tech to remove SS #'s from recorded documents. Discussion followed regarding bonding, insurance and identifying possible future items that would need to go through the same process. Terry James made a motion to approve the contract presented by the Register of Deeds. Karl Klingforth seconded the motion. All in favor. Motion carried. Staff training will be staggered and takes place on February 15-17. Ms. Helgeson stated that she had received only one response from realtors regarding joining the Land Information Committee, with the deadline being January 7, 2011. She will present the Committee with her annual report in March.

Randy Theisen made a motion to take a recess. Terry James seconded the motion. All in favor. Motion carried.

Recess: 9:44 A.M.

Reconvene: 9:51 A.M.

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
MONTHLY MEETING:  
JANUARY 5, 2011  
PAGE #2

Randy Theisen made a motion to deviate from the agenda to hear items #12-16. Glenn Licitar seconded the motion. All in favor. Motion carried.

Department updates: Mr. McLaughlin informed the Committee of a muffler/tail pipe missing from one of the Planning & Zoning vehicles that will have to be replaced at the department's expense. He stated that he did not know when this happened, or who was using the vehicle. He also stated that if the Department is to continue to loaning out vehicles, those Departments should be required to establish fuel accounts. The Committee also needs to be aware of the copy machine account being over budget by \$469.00. Discussion followed regarding the shared copy machine. Diane England commented that she thought the County had a Technology Committee. Terry James thought it should be referred to Administration & Finance. It was the consensus of the Committee that discussion and possible action on policy for outside vehicle usage should be on the February Agenda. Mr. McLaughlin pointed out on a fee schedule from another County that our fees are not so high compared to other Counties.

Phil McLaughlin presented the Financial Report for the month of November and the Comp Time Report to the Committee for review. Terry James made a motion to approve the Financial and Comp Time Reports as presented. Diane England seconded the motion. All in favor. Motion carried. Terry James requested that the expense report be added to the financial report in future.

Correspondence: None. Chris Murphy requested that a date be set for the Shoreland Protection Ordinance. Discussion was held. It was determined that a draft of the revisions be presented to the Committee for review at the February meeting.

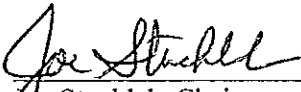
Dan Hansen, Inspector joined the meeting at 10:20 A.M.  
Marcia Kaye, Personnel Director joined the meeting at 10:25 A.M.

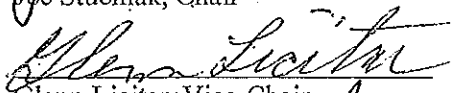
Next meeting date will be set for February 2, 2011 at 9:00 A.M.

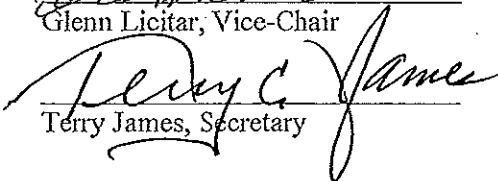
Chairman Stuchlak stated that he attended a Town of Adams meeting regarding services provided by the Planning & Zoning Department and read from a list of concerns presented by the Township on behalf of town citizens. Discussion followed. Bill Euclide requested that a copy of the building permit packet be sent to him for reference.

Terry James made a motion to adjourn. Randy Theisen seconded the motion. All in favor. Motion carried.

Adjourned: 11:25 A.M.

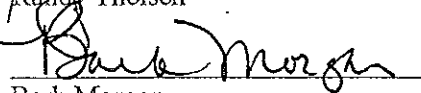
  
Joe Stuchlak, Chair

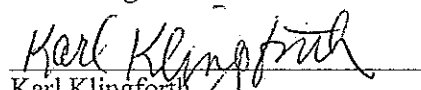
  
Glenn Licitar, Vice-Chair

  
Terry James, Secretary

Diane England

  
Randy Theisen

  
Barb Morgan

  
Karl Klingforth

  
Cathy Allen, Recording Secretary

ADAMS COUNTY  
PLANNING & ZONING COMMITTEE  
SPECIAL MEETING MINUTES: JANUARY 26, 2011  
Room A260

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 9:00 A.M. with the following members present; Terry James, Secretary; Diane England, Karl Klingforth, Randy Theisen and Barb Morgan. Jack Allen was sitting in for Glenn Licitar. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen, Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Karl Klingforth made a motion to approve the agenda as noticed. Terry James seconded the motion. All in favor. Motion carried.

Corporation Counsel joined the meeting at 9:02 A.M.

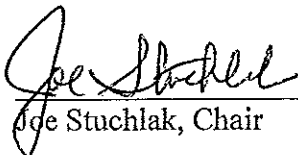
Chairman Stuchlak stated that the meeting was scheduled at a request by Jim Ostrom, President of Milk Source to discuss the contingency requirement added to Conditional Use Permit #291, 2010 issued November 3, 2011.

Mr. Ostrom stated that he thought it was highly unusual for a Government agency to require a contingency between two private parties and asked that the clause be removed from the Conditional Use Permit. Terry James recalled that the representative from Milk Source, Mr. Bill Hardin did not have any objections at the November public hearing when the indemnity clause was included in the motion to approve the Conditional Use Permit. Mr. Ostrom stated that Mr. Hardin was not qualified to comment as he is not a stray voltage expert. Mr. Ostrom is willing to work with Pioneer Power by hiring an outside engineer to determine if there may be any foreseeable stray voltage problem, but will not sign the agreement with the hold harmless clause. He stated that if Pioneer Power & Light has a legitimate concern in the Milk Source design, Milk Source would address it.

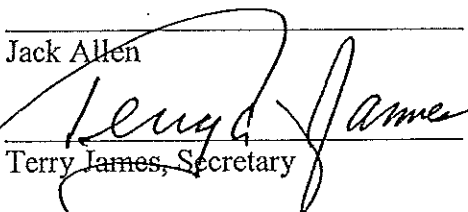
Motion by Terry James to hold a hearing to reconsider the contingency language added to Conditional Use Permit #291, 2010 requiring Milk Source Holdings, LLC to provide an indemnity agreement to Adams Columbia Electric Co-op and Pioneer Power & Light in regard to stray voltage issues. Barb Morgan seconded the motion. Roll Call Vote: 6 – Yes. 1 – Abstain. (Stuchlak). Motion carried.

Terry James made a motion to adjourn. Jack Allen seconded the motion. All in favor. Motion carried.

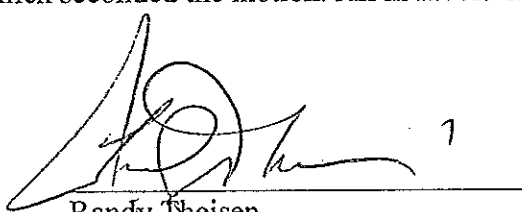
Adjourned: 10:09 A.M.

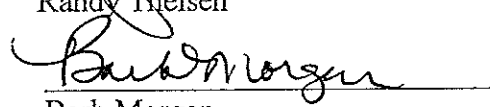
  
Joe Stuchlak, Chair

Jack Allen

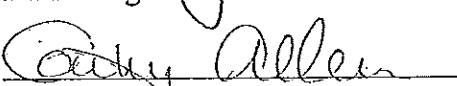
  
Terry James, Secretary

Diane England

  
Randy Theisen

  
Barb Morgan

  
Karl Klingforth

  
Cathy Allen, Recording Secretary



**Property Committee**  
Monday, January 31, 2011  
8:30 A.M., Room A160

Meeting was called to order at 8:30 a.m. to order by Chairman Renner.

Motioned by Kotlowski/Allen to nominate Cindy Phillippi as recording secretary.  
Motion carried by unanimous voice vote.

The meeting was properly announced.

Present were Renner, Allen, Griffin, Kotlowski, Miller and Hamman. Excused, Phillippi. Also present were Barb Waugh (recording secretary) and Marilyn Rogers from Medical Examiner's office.

Motioned by Kotlowski/Miller to approve the Agenda. Motion carried by unanimous voice vote.

Motioned by Griffin/Miller to approve December 28<sup>th</sup> minutes. Motion carried by unanimous voice vote.

No Public Participation.

Hamman stated he had not heard from Apex. Allen asked Hamman to call them. The Community Center roof still leaks, plastic has been put in the interim. Health and Human services roof doesn't leak so far. Hamman reminded the committee that Adams County maintenance is not responsible for repairs to Practical Cents. Renner and Kotlowski remembered that.

Hamman reported that the carpet project is done and was able to do the judge's and probate's offices with leftover money. The laundry room in the sheriff's department needs to have the drains revised and updated to 4".

Marilyn Rogers, Chief Deputy Medical Examiner, requested permission to paint and lay a new carpet remnant with a cost of approximately \$85.00 in the Coroners' office to make the office more presentable for families of deceased. Medical Examiners' budget would pay for it. Motioned by Kotlowski/Griffin to grant permission. Motion carried by unanimous voice vote. Hamman mentioned he would put up a room number for the office. Rogers left at 8:42 a.m.

Hamman reported on the Solid Waste Lagoon. Contract with Ayres Associates ends in 2015. This year they will kill the algae in the pond and the weeds along the shoulder at a cost of \$1,550 per event. Spring of 2012 they need to drain and wash the pond for \$8,750. In 2015 the process will be repeated. Maintenance pays for Lagoon work, not Solid Waste. The Lagoon is located in the Industrial Park off Hwy. 21.

As it was snowing out, they decided not to tour the airport today and wait till April or May.

pg 2 of 2  
Property  
1-31 P63

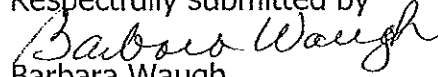
Future agenda items are: Inspect the Tax Foreclosure property, airport tour, update on Practical Cents roof, update on Community Center and Health and Human Services roofing and renovation project.

Allen mentioned Tyler (GIS) to be present at the next meeting to show them maps of property owned by Adams County by the boat launch on Hwy 21 below Petenwell Dam. They talked of marking the property lines. Also would like to see maps of where they had tested for nitrates.

Next meeting date will be February 14, 2011, at 8:30 a.m.

Motioned by Kotlowski/Griffin to adjourn at 8:55 a.m. Motion carried by unanimous voice vote.

Respectfully submitted by



Barbara Waugh

Recording Secretary

These minutes have not been approved.

**Public Safety & Judiciary Committee**  
Wednesday, December 8, 2010  
9:00 a.m. – Conference Room A260

**MINUTES**

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes
3. Roll Call: All in attendance. Chief July, Sheriff Renner, Sandra Green, Becky Kirslenlohr,
4. Approve the Agenda. Agenda Approved. Motion to approve agenda. James/Sumpter, MC/UN
5. Approve minutes of prior meeting. Minutes Approved. Motion to approve minutes. Sumpter/Ward, MC/UN
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. None.
8. Action items brought forward from November meeting.  
Per Supervisor Sumpter:
  - a) Discussion to ban the substance K-2 from sale and use in Adams County. Chief July provided more information regarding the K2 ban. The local paper included Chief Hanson including a Cease and Desist order immediately regarding the use of K2. Many other counties have ordinances against the use of K2. The Committee has asked Chief July to draft an ordinance to bring back at the next meeting. Chief July will draft this document and will try to move it forward through Corporation Counsel and the committee. Motion to have Chief July draft an ordinance to present to the committee for review. Sumpter/Ward, MC/UN  
Per Supervisor Keckelsen:
  - a) Discussion/action on 2011 Training for the Sheriff's Department.  
Supervisor Keckelsen wanted to review the training standards for the Sheriff's Department to be sure they were at least getting the minimum. Chief July explained regarding the types of training that arise during the course of the year and how lodging, meals and training fees are applicable. Supervisor Keckelsen is looking at more of the trainings that come out of Madison regarding drugs. Other questions were range and traffic stop training which were held one time this year. Lt. Carlson was instructed to have a range in November or December but has not been scheduled yet. There are a lot of things that influence how the trainings get done. It's hard to get training scheduled but we do our best. Supervisor James inquired about First Responder training. Sheriff Renner said it is another training which has been out for several years. Rome and Adams PD both have First Responders and we don't respond to all ambulance calls. It is one more thing they could be trained in and we will check into it at some point. The process of providing this training to our officers could open up liabilities on behalf of the Department as when they respond to an emergency and could be subject to more litigation. Supervisor James would like more information on CPR/First Aid and AED equipment. Captain Beckman advised Supervisor James that there is an AED for each Patrol Deputy and how they check them out/turn them in, and that all Patrol Deputies were trained and current on CPR and AED.
  - b) Discussion and possible action on the contracts with the towing companies. If a person calls in for a towing it is by preference which was explained by Chief July. He also explained how towing companies are called and in what order. Supervisor Keckelsen would like to know which ones are in the County and which ones we use more often than the other. Fischer's Towing has invoices which were not paid from three or four years ago which were held by another Department. Supervisor

Keckeisen will get a hold of Fischer's Towing and ask him to bring copies of the invoices so this can be addressed.

9. Coroner – Not Attending.

Review of Vouchers and Monthly Expense Reports.

10. Family Court Commissioner – Dennis McFarlin – Not Attending.

11. Child Support – Deb Barnes – Attending.

Review Performance Measures for November, 2010. There will be a State-wide conference call to explain and discuss the new performance requirement on arrears collections. Best practices will also be discussed by BCS and the counties in attendance. Deb provided explanation of some of the delinquent situations in the Department and how they will attempt to collect these. The Cooperative Agreement with Legal, Corp Counsel and Sheriff have been approved and signed.

Review Check Summary. Reviewed, no questions.

Discuss Office Activities. Discussed.

12. Clerk of Circuit Court – Dee Helmrick – Attending.

Summary Report of Expense Vouchers submitted for payment.

Approve conference/training, if any (none to note)

Discuss General Operations of Department. The position for the Collections Clerk is going to the newspaper this week and applications will be taken and interviews performed over the next month.

Community Service Coordinator's Monthly report

13. Register in Probate – Terry Reynolds Warner - Unknown if attending.

14. District Attorney – Janis Cada – Attending.

Review of Vouchers and Monthly Expense Reports. Reviewed.

Update on storage room project. When prepared the 2011 budget to request shelving, they opted to do one wall at a time instead of two walls. There will be 14 file cabinets taken out of this room and advertised to the other County Department to be given away. The storage areas within each Department in the County are at a lack of space for storage of files. At some point we will need to look into alternatives for storage of files which need to be kept.

15. Emergency Management – Jane Gervais - Not Attending.

Vouchers/Purchase orders, review of November.

See written report.

16. Sheriff's Department – Sheriff Renner and Chief July

Sheriff Renner – Communications – Attending.

Animal Shelter/Animal Control Officer Report (reports in packet).

Department Operations. Resolution introduced by the Sheriff's Department and the PS&J Committee to recognize Kyra for her years of service to the Department. Supervisor Sumpter read the Resolution to everyone. Motion to approve the Resolution be submitted for inclusion in the County Board meeting for December and then be presented to Deputy Orlowski at the meeting. Sumpter/Ward, MC/UN Approve Conference/Training if any. None. Supervisor Sumpter will take care of placing this on the County Board Agenda.

Joanne Sumpter provided a Letter of Resignation to the County Board. The Department has been extremely busy with the media regarding the Clark Homicide Case. Larry Clark has been charged with several different charges including the Homicide. Something that concerns Sheriff Renner is the home invasion on County B. The situation was explained as to how this occurred. Sheriff Renner's concern for the citizens of letting strangers in their home was expressed. People are still letting strangers into their

home for various reasons and excuses and the public needs to be sure to not let anyone into their home they do not know. The Department is busy right now with other calls on accidents because of the weather, otherwise things are going smoothly. Sheriff Renner wanted to know if H&HS would like a vehicle we have available. The Sheriff has held onto this vehicle which is a 2007 that can be transferred over. Supervisor Sumpter will check into this opportunity and will get back to the Sheriff's Department.

Chief July – Attending.

Becky Kirslenohr: Consolidated Food Management / Contract Extension Offer. The letter was written for Corporation Counsel and given to Jack. What Jack said was he cannot talk to Becky because she is not an employee of the ACSD. The contract can be extended and does not have to go to the full board. However, he does recommend they get one offer from another company. This is a recommendation not an order. The RFP's are very extensive to create and this would take a lot of time as they are approximately 20 pages long. Chief July read the recommendation from Corp Counsel as a recommendation to accept RFP's on an occasional basis as it has been since 2000 since the last RFP was provided. Ms. Kirslenohr explained the rate increases of the past 10 years compared to CPI, which is 3.48% for 2010 and only raised rates twice in that time and in 2007 gave the .15 cent meal decrease by making adjustments to scheduling and buying power to lower costs. It should be stated the extension of contract is for 5 years starting Dec.1st 2011, with no rate increase also for the 5th year of current contract starting Dec.1st 2010. Motions were made by Ward/Sumpter to accept the extension offer. The vote was 4-1, Sumpter/Ward/Sebastiani/Keckeisen – YES / James – NO. The Committee directed Captain Beckman to deliver the extension document to Corporation Counsel for review. The PS&J is requiring the document be returned by 12/15/2010. The PS&J Committee will finalize and return the document to Becky before Dec.31st 2010. MC/UN.

Approval of vouchers and monthly expense report. Discussed and approved.  
Discussion/Action on Health Professionals Contract for 2011. Copies of the contract were placed in each Supervisor's mailboxes.

Various questions on the vouchers were discussed and explained by the Sheriff's Department.  
James/Sumpter to approve the vouchers as submitted. MC/UN

Approval of plumbing work in the jail. The drainage issue is still occurring in the laundry room. The starting of the wash cycles at separate times is not working to adequately drain. The estimate was included in the supervisor's packet. Captain Beckman provided information from maintenance on how problem is occurring and explained the situation. The solution was explained by Captain Beckman by cutting out 36" of concrete, removing the 2" drainpipe and placing a 4" drain pipe. Motion by Keckeisen/Ward to fix the laundry room flooring.

Update on Patrol Deputy Position. That has gone through the process and is advertised. The closing date for applications is December 30, 2010.

Discussion/Action on Inmate Safe keepers. Received a call from Monroe County inquiring if we would be interested in taking Safe keepers and would we charge them for beds that weren't being utilized and a few other issues. Chief July said he would need to discuss this w/the Jail Captain. They are considering negotiating a contract with the Department in the future but are also inquiring with other counties. Chief July is asking for leeway on pricing for Safe keepers. Motion by Keckeisen/James to .....

Approval of Department Job Descriptions. Motion by Ward and Sumpter to table until next month's meeting. Please provide the changes from the old to the new PD's.

Approval of a five minute break at 10:37 am.

Motion to bring the meeting back to order at 10:50 am.

Sam Wollin will be attending the New Sheriff's/Chief's conference. January 24-January 28<sup>th</sup>.

17. Medical Examiner – Angela Hinze – Will try to attend.

Discuss the vehicle we found. Present information found on a particular vehicle at Arlington Motors. There is a warranty with the vehicle and repairs will be provided by A-F Motors in Adams. It is agreed the vehicle does not need labeling. Angela inquired about radios that could be provided to the ME's and Deputy ME's and Sgt. Wollin informed her we do have extra radios as they just changed out their old ones to new ones.

Discuss the applications for positions. Copies were handed to the Committee by Angela. There were three applications received to the County for these positions. The three people interested are current Coroners and the decision is to still go through the course of the interview process. Angela presented to the "Columbia County Medical Examiner's Office Invoice Log" to show how invoices are paid. Medical Examiner office department operations in general. Several handouts were distributed regarding how the budget would be tracked. Monthly handouts, voucher processing and invoice payments, etc. will be submitted to the PS&J on a monthly basis. Letters of changeover will go to all the business associated with the ME's office which will include charges associated with the services which the ME will be providing.

18. Approval of all vouchers and monthly expense reports. James/Ward, MC/UN

19. Set next meeting date. Next meeting set for January 12, 2011 at 9:00 am in Conference Room A260.

20. Action Items for next meeting.

Supervisor Sumpter said thank you to everyone on the committee.

21. Adjournment: Meeting adjourned at 11:30 am. Motion by James/Sumpter, MC/UN

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department.  
*These minutes are not yet approved by Public Safety & Judiciary Committee.*

Cc: Sebastiani / James / Keckeisen / Sumpter / Ward / Renner / July / Beckman / McFarlin / Cada / Scheel / Gervais / Helmrick / Warner / Barnes / County Clerk Dept / McGhee / Green / Hinze / Kirsenslohr

# Public Safety & Judiciary Committee

Wednesday, January 12, 2010

9:00 a.m. – Conference Room A260

## MINUTES

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes.
3. Roll Call. All present. Bill Miller filling in for Joanne Sumpter. Also present are Sheriff Sam Wollin, Captain Beckman, Sandra Green, Jack Albert, Jane Gervais, Deb Barnes, Terry Reynolds Warner, Becky Kirslenlohr; Mark Thibodeau, Angela Hinze and the Deputy Medical Examiner.
4. Approve the Agenda. Agenda approved. Ward/James, MC/UN
5. Approve minutes of prior meeting. Minutes approved. Keckeisen/James, MC/UN
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. None.
8. Family Court Commissioner – Dennis McFarlin. – Not Present.
9. Child Support – Deb Barnes – Attending.  
 Review Performance Measures for December, 2010. Performance increased in every area which is good news. Deb Barnes gave a review of what the Child Support Department's responsibilities are.  
 Review Check Summary. Reviewed.  
 Funding Update.  
 Discuss Office Activities. Discussed.  
  
 Motion at 9: 28 am to deviate from agenda and move to closed session #17. Ward/James. MC/UN  
 Motion at 10:30 am to go into open session and take a five minute break. James/Keckeisen. MC/UN.  
 At 10:45 am the meeting went into open session.
10. Clerk of Circuit Court – Dee Helmrick – Attending.  
 Summary Report of Expense Vouchers submitted for payment. Certain areas are deficient. There are more 2010 invoices that need to come out of this budget. A couple of questions were asked about vouchers and answered by Ms. Helmrick.  
 Approve conference/training, if any (none to note).  
 Discuss General Operations of Department. The Job Description for Collections Clerk is complete. They are doing testing this week. They had eleven applicants and will be doing interviews soon. There was room for improvement in the advertising for this position. They are hoping to find a fit for this position out of the five remaining applicants. Motion for Keckeisen or Ward to sit in during the interviews.  
 James/Miller, MC/UN. An employee broke her ankle on Sunday and had surgery. She will be out of the office for 2-3 weeks but will try to work a couple of hours here and there.  
 Community Service Coordinator's Monthly report. Update given. Everything is going well.
11. Register in Probate – Terry Reynolds Warner .  
 Review of Vouchers and Monthly Expense Reports. Budget issues were discussed.  
 Update on Teen Court. They have been having monthly meetings. Supervisor Keckeisen and Ward were interesting in meeting and observe the Teen Court in Mauston. This session is 1/24/2011 at 6:00 pm at the Mauston Public Works building on North Road. Ms. Warner would like to know who is interested so she can let them know who will be attending. Ms. Warner will get them the complete address.

The Committee wished to thank Ms. Warner again for taking the initiative in getting this program up and going.  
Office Operations. Discussed.

12. District Attorney – Janis Cada – Not attending  
Review of Vouchers and Monthly Expense Reports.

13. Emergency Management – Jane Gervais

Vouchers/Purchase orders, review of December. Discussed.

Discuss and/or act on HAZMAT contract amendment changing membership from seven to five. They did acquire five Hazmat Technicians. They will be trying to get these individuals in for physicals. Juneau County Emergency Management Director and their Hazmat Chief agreed to change the contract from seven to five member requirement. Juneau County Corporation Counsel prepared a contract amendment with these changes. This was reviewed and approved by our Corp Counsel and copies are in the packet for review. Juneau County purchased a Hazmat trailer for \$20,451. This was through the Hazmat Computer and Equipment Grant, which the initial application was for \$10,000.00, but both counties were awarded \$9,578.60 each. She asked for Committee approval to pay the difference of the additional cost of the trailer as there as monies in the Hazmat line item to cover this. Motion to allow her to complete her share and pay a sum of \$646.90. James/Ward. MC/UN. She will be working on the 2011 EPCRA Computer & Hazmat Response Equipment grant.

Discussion was held regarding the bill from Solid Waste for repair/maintenance of Emergency Management's generator. The bill is for the amount of \$398.16. This generator is on a trailer out at Solid Waste and apparently some mice got into the generator. They pulled it into the shop, repaired it and sent a bill for this service. Solid Waste Director offered to take possession of and use the generator in lieu of EM paying the bill. This was discussed and it was decided that the generator should stay under Emergency Management as it currently is. Jane informed the committee that there will also be an additional cost as Solid Waste was unable to fix the wiring so they called an electrician to come out. Jane advised the committee that she discussed and viewed the generator with maintenance and it appears it has all the necessary connections for the Emergency Operations Center. Discussion was held about storing the generator at the Friendship Village Hall, but then decided it would be better to store it at Solid Waste if they needed to use it. Supervisor Miller suggested allowing Solid Waste Department to utilize the vehicle. Supervisor Keckeisen will talk with Solid Waste Director regarding this. Motion for approval to pay the bill for \$398.16 from Solid Waste and authorize Solid Waste to do the annual maintenance. Ward/Keckeisen. MC/UN. Motion to allow Solid Waste to use the trailer if it is stored properly (preferably inside) and pay an appropriate charge based on an hour meter in exchange for service and maintenance on the generator. Miller/Keckeisen: MC/UN. Further discussion was held that Solid Waste could use the generator in trade for annual maintenance work. Motion to allow Jane to exceed the repair/maintenance vehicle (100 19 52504 340) budget line. Sebastiani/Ward. MC/UN Update on excess bond monies for communication equipment. Planning and Zoning radios are all installed. There is an issue with the installation directly wired to the batteries. C&E Communications will fix this problem. There was a meeting regarding the Sheriff's Department phone system. The outcome of the meeting was that Dawn would contact Five Star and Dave Carlson would contact Frontier. They need to make sure the systems are compatible and need updated quotes. Dawn has the updated quotes back and Dave Carlson is still working on Frontier. She would like to see this wrapped up in February 2011, since there is a March 12, 2011, deadline. Only one Tower will be purchased and placed at Petenwell Park. There will be a small device purchased through MIS for the Castle Rock park and placed on a utility pole. The pole is ours so there is no cost. Hopefully this small device will work for the Internet.



EMPG/EPCRA 2<sup>nd</sup> half grant award payments. These were received—a copy is in the Committee's packet. The Round 6 Radio Replacement Grant – the Sheriff's Department and Rome Fire Department are eligible for this grant. There may be a need to update the radios in the Jail. All other radios have been updated. Jane will work with Sheriff Wollin and Captain Beckman on the radio replacement and will apply for the grant if radios are needed. The Sheriff's Department will need to come up with 15% of the cost and they will provide 85% of the cost.

Discuss and/or act on training/conferences, if any. The Governor's Conference is March 3 & 4 and pre-conference trainings are on March 2, 2011. Jane will be attending and this is budgeted for.

Office Activities. Would like to be excused from the February PS&J meeting to attend training. Motion to be excused to attend. Ward/James. MC/UN

14. Sheriff's Department – Sheriff Wollin and Chief July

Sheriff Wollin – Attending.

Sheriff Wollin extended a welcome to the entire committee and invited them to come down anytime. Sheriff Wollin has been working with the rest of the Administrative staff in preparing for his role as Sheriff. He has met with most of Command to determine roles in the Department. There is an inventory taking place of the contents of the armory. There have been changes to the security in the Department and Captain Beckman will be speaking about.

Animal Shelter/Animal Control Officer Report (reports in packet).

Department Operations. Sheriff Wollin inquired about the Food Service Contract and where we stood on this subject. Supervisor Ward explained the steps this has gone through thus far and is confused as well where this stands. Place Food Service Contract on the February agenda for discussion/possible action and inform Jack Albert to be present.

Approve Conference/Training if any. The Sheriff will be gone for training the 24<sup>th</sup> – 28<sup>th</sup>. He will also be attending training for the National Sheriff's Institute and this will be a week in either April or September depending on availability. Out of State training will need to be brought to the County Board for approval as a Resolution. Motion to place into a Resolution and send to County Board for approval. Ward/Keckeisen. MC/UN.

Chief July – Not present.

Action Item from December meeting: Discuss/Act on removal of extra patrol officer position and creating an additional Investigator position. Sheriff Wollin stated he is not interested in this suggestion under his term and does not feel a need to change the department staffing. This would have an impact on the budget if we did this to keep the floater in Patrol the way it is. This position fills vacant shifts as needed and will reduce overtime significantly. Sheriff Wollin will inform the committee when the interviews will take place.

Approval of vouchers and monthly expense report.

15. Medical Examiner – Angela Hinze – Present.

Medical Examiner office department operations in general. Passed out documents relating to Hospice care which is written form in the DA and Corp Counsel's office. The interview process went well and is all wrapped up. The decision for Chief Deputy is Marilyn Rogers and the Deputy Medical Examiners are Terry Scheel and Becky Koehn. The Medical Examiner's office has created letterhead and logo for the Department and made office and computer changes as well. The vehicle that was purchased is out in the parking lot and Ms. Hinze stated if anyone wanted to see it they were welcome. There was discussion on how the vehicle should be utilized i.e. keeping the vehicle here or the person on call taking it home with them. It is suggested by Supervisor James that for the first few months the vehicle stay in

the County parking lot and have the person come to the Courthouse to get the vehicle when needed for calls. This is agreed on by the whole Committee until we get a good feel on how the process will work. The committee is in agreement to leave the vehicle in the county parking lot. Ms. Hinze will work on getting a gas card for this vehicle. There are no stickers on the outside of the vehicle because she would like to keep the use of the vehicle discreet. All the Photo ID's are taken care of for each Deputy so they can identify themselves.

Motion by Ward/Miller/James/Sebastiani/Keckeisen to go into closed session at 12:20 pm.

Motion by Ward/James to go back into open session at 1:00 am.

16. Committee will convene in closed session per Wis. Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on completion of investigation regarding Captain's Administrative Leave.
17. The Committee will continue in closed session per Wis. Stats. §19.85(1)(g), for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
18. The Committee will reconvene in open session per Wis. Stats. 19.85(2), to consider and vote on appropriate matters.
19. Approval of all vouchers and monthly expense reports. Motion to approve vouchers as presented. Ward/James. MC/UN.
20. Set next meeting date. February 9, 2011 at 9:00 am in Conference Room A260.
21. Action items for next meeting.
22. Motion to adjourn by Ward/James. MC/UN. At 1:02 pm.

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**December 8, 2010, 6:00 PM**  
**COURTHOUSE, ROOM A231, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
Florence Johnson, Secretary  
Mike Keckeisen  
Patrick Gatterman

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Barbara Morgan  
Everett Johnson  
Steve Bischoff, Ayres Associates

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock, at 6:04 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, KECKEISEN, GATTERMAN, JOHNSON. *Motion by Keckeisen, second by Johnson, to approve the Agenda as amended. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM NOVEMBER 10, 2010:** *Motion by Johnson, second by Gatterman, to approve the Open Session minutes as corrected for the November 10, 2010 meeting. All in favor. Motion carried.*

**PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There was no correspondence or other business to present.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report and Check Summary for November 2010 and discussion was held. *Motion by Keckeisen, second by Johnson, to approve the Financial Report and Check Summary for November 2010. All in favor. Motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated December 8, 2010 (see attached copy) and discussion was held. *Motion by Keckeisen, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE ON AGREEMENT WITH IROW FOR CONTRACTED LABOR:** Ms. Diemert updated Committee Members on the progress being made on this contract. The contract has been reviewed by Corporation Counsel and he feels that we should wait until the Union contract is negotiated before we enter into this agreement

**DISCUSSION ON TOWN OF ROME DROP-OFF SITE:** Discussion was held on the Town of Rome's request to receive reduced prices for services at their drop-off site. It was the Committee's consensus that all town drop-off sites were already receiving greatly discounted services and we did not even cover our costs so no reduction in tip price would be offered. Also discussed was the Town's

request to use another to provide services if they could get them cheaper. It was the Committee's consensus that as long as the materials came to the County Landfill they could hire any provider they chose. Motion by Keckeisen, second by Gatterman, to continue servicing Rome, at this time, at the current cost and level of service. All in favor. Motion carried.

**MIKE KECKEISEN LEFT THE MEETING AT 6:58 PM..**

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert had no new trainings or conferences to approve.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items will be placed on the next agenda: IROW contract update.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, January 12, 2011 at 6:00 PM at the Courthouse. *Motion by Johnson, second by Morgan, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:10 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE**

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**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**January 12, 2011, 6:00 PM**  
**COURTHOUSE, ROOM A160, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
Florence Johnson, Secretary  
Mike Keckeisen  
Patrick Gatterman

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Barbara Morgan

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock, at 6:02 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, KECKEISEN, GATTERMAN, JOHNSON. *Motion by Keckeisen, second by Gatterman, to approve the Agenda as amended. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM DECEMBER 8, 2010:** *Motion by Morgan, second by Johnson, to approve the Open Session minutes as corrected for the December 8, 2010 meeting. All in favor. Motion carried.*

**PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There was no correspondence or other business to present.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Report for December 2010 and discussion was held. *Motion by Gatterman, second by Babcock, to approve the Financial Report for December 2010. All in favor. Motion carried.*

Ms. Diemert next presented the Monthly Check Summary Report for December 2010 and discussion was held. *Motion by Keckeisen, second by Johnson, to approve the Monthly Check Summary Report for December 2010. All in favor. Motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated January 12, 2011 (see attached copy) and discussion was held. *Motion by Gatterman, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE ON AGREEMENT WITH IROW FOR CONTRACTED LABOR:** Ms. Diemert updated the Committee on the contract and it was recommended by Corporation Counsel that we wait until Union negotiations are done before we enter into this agreement.

**MIKE KECKEISEN LEFT THE MEETING AT 6:55 PM..**

**EMPLOYEE UPDATE:** Ms. Diemert presented a resolution honoring retired employee, Robert Challoner for his service to the County. *Motion by Gatterman, second by Johnson, to approve the resolution. All in favor. Motion carried.* Ms. Diemert also updated them on the FTE and LTE hired.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert had no new trainings or conferences to approve.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items will be placed on the next agenda: IROW contract update.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, February 9, 2011 at 6:00 PM at the Courthouse. *Motion by Johnson, second by Gatterman, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 7:05 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**

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**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**February 9, 2011, 6:00 PM**  
**COURTHOUSE, ROOM A160, FRIENDSHIP, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Dean Morgan, Vice-Chair  
Florence Johnson, Secretary  
Mike Keckeisen

**MEMBERS ABSENT/EXCUSED:** Patrick Gatterman

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Barbara Morgan  
Everet Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock, at 6:01 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED?** YES

**ROLL CALL & APPROVAL OF AGENDA:** BABCOCK, MORGAN, KECKEISEN, JOHNSON. GATTERMAN ABSENT/EXCUSED. *Motion by Johnson, second by Morgan, to approve the Agenda as amended. All in favor. Motion carried.*

**APPROVAL OF OPEN SESSION MINUTES FROM JANUARY 12, 2011:** *Motion by Keckeisen, second by Babcock, to approve the Open Session minutes as corrected for the January 12, 2011 meeting. All in favor. Motion carried.*

**PARTICIPATION ON AGENDA ITEMS:** There was no public participation.

**COMMUNICATIONS/CORRESPONDENCE/OTHER BUSINESS:** There was no correspondence or other business to present.

**FINANCIAL REPORT:** Ms. Diemert presented the Financial Year End Report for December 2010, the January 2011 Financial Report and Monthly Check Summary. Discussion was held. *Motion by Keckeisen, second by Babcock, to approve the report for December Year End, January 2011 and monthly check summary. All in favor. Motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated February 9, 2011 (see attached copy) and discussion was held. *Motion by Keckeisen, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE ON AGREEMENT WITH IROW FOR CONTRACTED LABOR:** Ms. Diemert reported that this was not included in the status quo agreement for one year with the Union. A side letter of agreement would be the next option after the one year agreement has been approved by County Board and ratified by the Union

**EMPLOYEE UPDATE:** Ms. Diemert reported that the resolution honoring retired employee, Robert Challoner, will be presented at County Board in March.

**APPROVAL OF ANY TRAININGS OR CONFERENCES:** Ms. Diemert had no new trainings or conferences to approve.

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:** The following items will be placed on the next agenda: Approvals of any Truck/Equipment and other purchases.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Tuesday, March 8, 2011 at 6:00 PM at the Courthouse. *Motion by Morgan, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.*

Meeting adjourned at 6:51 P.M.

Respectfully submitted,  
Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE**



ADAMS COUNTY SURVEYOR'S OFFICE  
GREGORY P. RHINEHART, COUNTY SURVEYOR  
(608)-339-4226 (608)-339-3808  
P.O. BOX 187 -- FRIENDSHIP, WI 53934

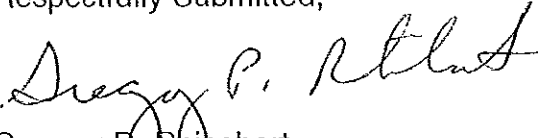
ADAMS COUNTY SURVEYOR'S REPORT # 447  
February 2, 2011  
Report for the month of January, 2011

Work has started on the 2011 Monument Maintenance Program. The project area includes Dell Prairie, New Haven, Springville, Jackson, and the City of Wisconsin Dells.

Central Staking discovered two corners that had been removed by ditching in Section 16 of the Town of Richfield. I approved replacing the corners under the bounty system at \$135 per corner.

I am continuing with the duties of my office and responding to inquiries from the public and county personnel.

Respectfully Submitted;

  
Gregory P. Rhinehart,  
Adams County Surveyor

ADAMS COUNTY SURVEYOR'S OFFICE  
 GREGORY P. RHINEHART, COUNTY SURVEYOR  
 P.O. BOX 187, FRIENDSHIP, WI 53934  
 (608) 339-4226

SUMMARY OF ACCOUNTS 2011

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,600.00	\$21,900.00	\$ 500.00
JANUARY	300.00	270.00	
Balance	\$3,300.00	\$21,630.00	\$ 500.00
FEBRUARY			
Balance			
MARCH			
Balance			
APRIL			
Balance			
MAY			
Balance			
JUNE			
Balance			
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance			
Grand Total \$	0.00	\$ 0.00	\$ 0.00

## Technology Steering Committee

January 19<sup>th</sup>, 1:00pm  
Room A160

Meeting was called to order by Cindy Phillippi, County Clerk

The meeting was properly announced

Members present: Al Sebastiani, Interim Administrative Coordinator, John West, County Board Supervisor, Captain Les Beckman, Adams County Sheriff's Department, Wendy Pierce, Adams County Health & Human Services, Fiscal & Support Services Manager, Dawn McGhee, Adams County IS Manager, absent excused Tyler Grosshuesch, GIS Technician,

Elect Chair: Nominations for Chair – Les Beckman was nominated by Al Sebastiani, second by John West, no other nominations, nominations were closed, all members voted yes.

Elect Vice Chair: Nominations for Vice Chair – Tyler Grosshuesch was nominated by Al Sebastiani second by John West, no other nominations, nominations were closed, all members voted yes.

Elect Recording Secretary: Nominations for Secretary – Dawn McGhee was nominated by Wendy Pierce second by Les Beckman, no other nominations, nominations were closed, all members voted yes.

### Items for discussion

1. Review the role of the committee stated in the policy manual.

Motion presented by Dawn McGhee second by John West to recommend to Ad Hoc Rules Committee that the Corporation Counsel membership be replaced with a full time member who was knowledgeable in Technology. Discussion that it could be someone from Courthouse Administration area, Highway or Solid Waste, to represent an area not currently represented. Members felt Corporation Counsel did not need to be a committee member to be consulted as necessary. All members voted yes.

Next meeting will be March 16<sup>th</sup> at 1:00pm in room A160

Motion to adjourn presented by Dawn McGhee, second by Wendy Pierce, All members vote yes.

Respectfully Submitted January 19, 2011,  
Dawn McGhee,  
Secretary Technology Steering Committee

## Adams County – Traffic Safety Commission

Meeting 11/10/2010 – Adams Co Hwy Dept

Attendees:	Herb Barnes	AF Schools
	Ted Waite	State Patrol
	Tom Knoop	DOT / BOTS
	Sarah Grosshuesch	Public Health
	Adam Osypowski	WIS DOT / NCR Traffic
	Rod Stormoen	Ad Co Sheriff's Dept

Called to order 10:06

Meeting properly announced, yes.

Agenda presented Motion to approve, Tom, second, Adam, motion approved.

Minutes of last meeting presented; correction to seatbelt survey results change from 72% to 79.2%. With change, motion to approve, Tom, second, Ted, MC.

No public participation – there had been request made for a review of crashes at Devil's Elbow on Cty Z, review made of crashes on Cty Z in Rome – not only at "Devil's Elbow" but of Cty Z in Rome. No formal action taken on review.

Goals &amp; issues: Question by Sarah, is there a publicly listed goals &amp; issue? Shhort refview of past projects and issues discussed.

Const / Detour; no highway department representative, so discussion of participants of known work projects and anticipated completions. It is hoped that Cty J bridge be reopened by Fri Nov 19. Concern raised of Hwy 21 Wis River Bridge traffic control light not functioning during the evening of a weekend and a lengthy period out of commission, and the safety issue that stems from that. Rod reported he had spent several hours directing traffic awaiting a service rep from the company that supplies this service.

Old business – Tom asked if Gerke truck route issue has been straightened out in the City of Adams – no rep from the city of Adams, so we don't know.

New Business – no new business.

Highway / Safety Plan Solicitation – nothing to report

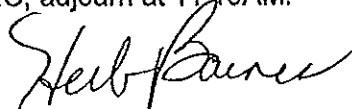
Round table discussion – discussion of possible need to address the traffic control light situation on the Hwy 21 bridge as its failure in evening hours, coupled with its occurrence on weekends when no workers are present, and such a lengthy outage before service personnel arrive, could warrant attention when these bids are let out and specific mention that this be accounted for by the contractor.

Crash reports; Tom hanhouts, with discussion include the following topics:  
Fatalities and Crashes / Seat belt use survey & methods of survey / deer crashes statistics / pedestrian fatalities and injuries statistics / special issue about distracted drivers – led to significant discussion of cell phone use issues, pending enforcement of 'no texting' law, / "Zero in Wisconsin" and a new presentation trailer vehicle to make a larger impact with presentations and graphics to make an impression in travel. Tom reported that City of Adams Police and the AC Sheriff's Dept are participating in the "Click it or Ticket" program as funded agencies for the 2011 fiscal year.

Rod distributed copy of fatal accident report, gave a short summary – fatality occurring in 25mph zone, 1 car rollover / no belt use, no air bag deployment.

M to adjourn, Adam, second Ted, MC, adjourn at 11:10AM.

Recorded/Submitted: Herb Barnes



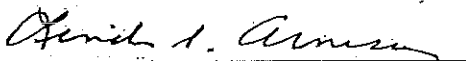


**UW  
Extension**  
Cooperative Extension  
Adams County

**Extension Committee  
Minutes of Meeting  
January 11, 2011 @ 9:00AM  
Adams County Community Center  
569 N. Cedar Street, Room 123  
Adams, WI 53910**

1. **Call to Order:** Meeting was called to order at 9:04 a.m. in Room 123, Adams County Community Center by Committee Vice-Chair, Karl Klingforth.
2. **Roll Call:** Board Members: Jack Allen, Karl Klingforth, and Glenn Licitar – Present  
Florence Johnson and Diane England – Excused  
**Extension Staff Present:** Don Genrich, Jennifer Swensen, Mary Ann Olson, Theresa Wimann and Linda Arneson.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Allen and Second by Licitar to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Licitar Second by Allen to accept minutes of the Extension Committee Meeting of December 16, 2010 as presented. Motion carried.
6. **Public Participation:** None
7. **Resource/Extension Communication:** Genrich presented Committee with correspondence received regarding the Annual WACEC (Wisconsin Associated County Extension Committees, Inc) meeting in Madison March 28-30, 2011. This will be placed on the February Extension Committee Agenda.
8. **Items for Action or Discussion:**
  - a) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Olson and Theresa Wimann:** Committee discussed the monthly reports. Swensen advised Committee that Adams County 4-H is looking at building on land owned by 4-H. Committee advised Swensen that Committee/County Board approval would not be needed as this is not County owned property. Motion by Allen Second by Licitar to place Monthly Reports on file. Motion carried.
  - b) **Review Calendars of Extension Education Staff:** Committee reviewed January calendars for all education staff.
  - c) **Review End Year Reports –** Motion by Licitar to postpone this review to the February Extension Committee Meeting. Second by Allen. Motion carried.
  - d) **Review Check Summary and Financial Statement for December 2010:** December Check Summary and Financial Statements were reviewed. Motion by Allen Second by Licitar to place Financial Statements for December on file. Motion carried.

- e) Report on WACEC District 3 Meeting: This meeting was attended by Florence Johnson, Jack Allen, Donald Genrich and Mary Ann Olson. Allen, Genrich and Olson agreed it was a productive meeting with leadership from Extension and various State elected officials present. Several break-out sessions were attended including Engaging Woodland Owners: Learn About Your Land, Building Human Capital through Parenting and Nutrition Education, Evolution of the Tri-County Leadership Initiative, and Seeding Rate on Maintaining a 50/50 Grass/Legume Pasture Stand/Cover Crop Cocktail.
- f) "What Is Needed": Olson gave a report to the committee from the point of view of someone new to the area of what type of programming was needed in Adams County in the areas of food, physical activity, housing, parent education, leadership development and business development.
- g) Intergenerational Education: Wimann gave a presentation on how to communicate with/understand different generations.
- h) Formation of Resource Advocacy Networks: Genrich gave an overview of this new initiative by UW-Extension to create networks of people, across the state, to help promote and advocate for Extension.
9. Set Next Meeting Date: Next meeting date is set for 1:00 p.m., February 8, 2011 in room 123 at the Adams County Community Center.
10. Agenda Items for Next Meeting:
- Annual WACEC Conference
  - End of Year Reports
  -
11. Adjourn: Motion by Licitar and Second by Allen to adjourn. Motion carried. Meeting adjourned at 11:30 a.m.



Minutes taken by  
Linda Arneson  
Clerk/Bookkeeper  
UW-Extension, Adams County

\_\_\_\_\_  
Diane England, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.



**UW**  
**Extension**  
Cooperative Extension  
Adams County

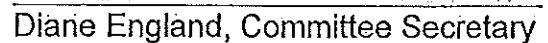
Extension Committee  
Minutes of Meeting  
February 8, 2011 @ 1:00PM  
Adams County Community Center  
569 N. Cedar Street, Room 123  
Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 1:00 a.m. in Room 123, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call:** Board Members: Florence Johnson, Diane England, Karl Klingforth, and Glenn Licitar – Present. Jack Allen – Excused  
Extension Staff: Don Genrich, Jennifer Swensen, and Linda Arneson – Present. Mary Ann Olson and Theresa Wimann – Excused.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Licitar and Second by Klingforth to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Klingforth Second by England to accept minutes of the Extension Committee Meeting of January 11, 2011 as presented. Motion carried.
6. **Public Participation:** None
7. **Extension Communication:** Genrich advised the committee that Adams County 4-H and the Community Center are both listed as beneficiaries in the Estate of Harold Henning. John Albert is representing both for the County.
8. **Items for Action or Discussion:**
  - a) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Olson and Theresa Wimann:** Committee discussed the monthly reports. Motion by Licitar Second by England to place Monthly Reports on file. Motion carried.
  - b) **Review Calendars of Extension Education Staff:** Committee reviewed February calendars for all education staff.
  - c) **Review End Year Reports** – Committee reviewed the 2010 End of Year Reports from Genrich, Swensen and Wimann. Motion by England Second by Klingforth to place the 2010 End of Year Reports on file. Motion carried.
  - d) **Review Check Summary and Financial Statement for January 2011:** January Check Summary and Financial Statements were reviewed. Motion by Klingforth Second by Licitar to place Check Summary and Financial Statements for January 2011 on file. Motion carried.

- e) **WACEC Meeting:** Committee discussed the Annual State WACEC (Wisconsin Associated County Extension Committees, Inc) meeting to be held in Madison March 28 – 30 2011. England and Licitar plan to attend the meeting. Johnson and Klingforth will let the Extension office know. Extension will contact Jack Allen. Items from Adams County for the silent auction were discussed.
9. **Set Next Meeting Date:** Next meeting date is set for 1:00 p.m., March 8, 2011 in room 123 at the Adams County Community Center.
10. **Agenda Items for Next Meeting:**
- WACEC Conference
11. **Adjourn:** Motion by Klingforth and Second by England to adjourn. Motion carried. Meeting adjourned at 2:44 p.m.



Minutes taken by  
Linda Arneson  
Clerk/Bookkeeper  
UW-Extension, Adams County

  
Diane England, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.